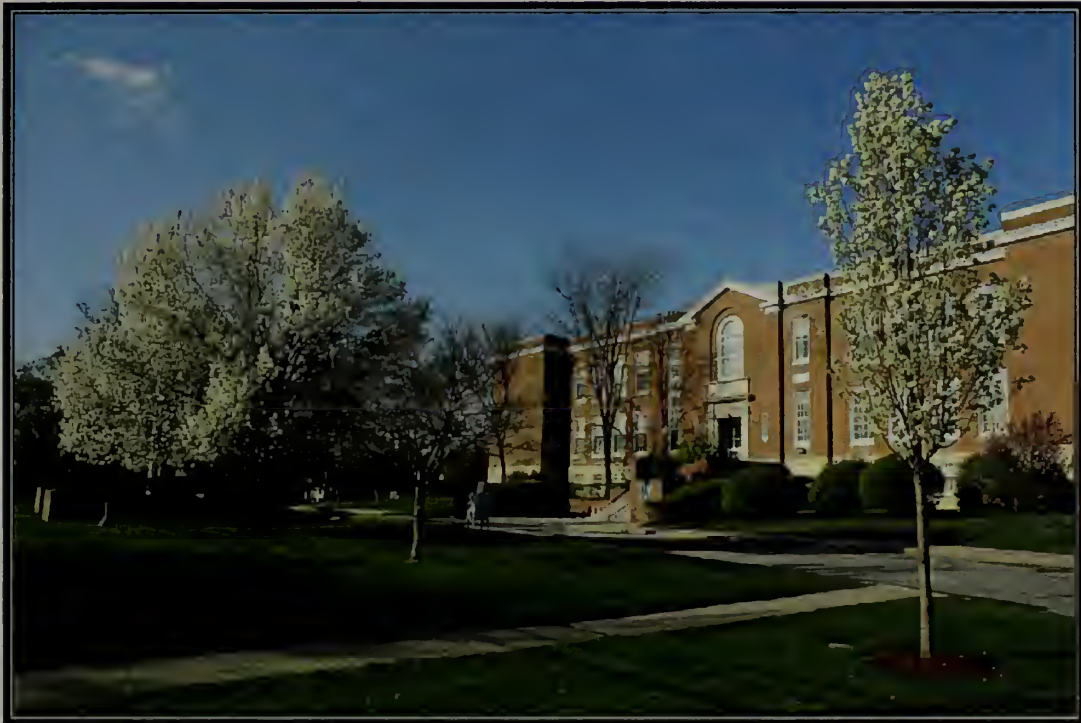


2007

# ANNUAL TOWN REPORT



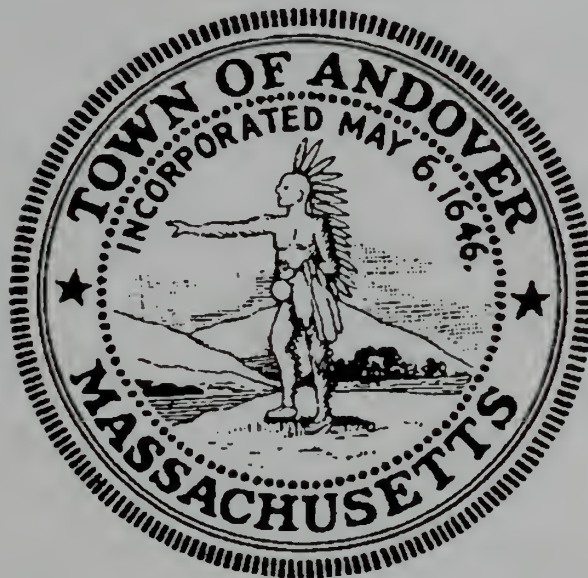
TOWN OF ANDOVER

MASSACHUSETTS



# TOWN OF ANDOVER

## 2007 ANNUAL REPORT



PREPARED BY THE TOWN MANAGER  
PURSUANT TO THE PROVISIONS OF CHAPTER 40,  
SECTION 49 OF THE GENERAL LAWS OF THE  
COMMONWEALTH OF MASSACHUSETTS AND  
ARTICLE II, SECTION 4 OF THE GENERAL BY-LAWS OF  
THE TOWN OF ANDOVER

*COVER PHOTOGRAPH OF THE TOWN OFFICES TAKEN BY  
ANDOVER RESIDENT ROBERT DENNIS*

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# TOWN OF ANDOVER

## BOARD OF SELECTMEN

2007



2007 Board of Selectmen, from left to right: Gerald Stabile, Jr.; Alex J. Vispoli; Brain P. Major, Chairman; Mary K. Lyman; and Ted E. Teichert

*The Town of Andover, more than a place to live, is a way of life. Its legacy of democracy shall be preserved. Each citizen should experience the treasures of nature, history, individual respect, neighborhood, and learning. As resources and energy allow, each of these gifts from the past will be enriched in the present for those yet to be.*

*Vision Statement of the Board of Selectmen*



# TOWN OF ANDOVER

Town Offices  
36 Bartlet Street  
Andover, MA 01810  
(978) 623-8200  
[www.andoverma.gov](http://www.andoverma.gov)

Dear Fellow Citizens:

In 2007, Andover saw the exchange of the Town Moderator gavel from long-time Andover government patriarch Jim Doherty to life-long resident and downtown business owner (and Jim's daughter) Sheila Doherty. Jim served our community with distinction for over 70 years in a variety of capacities: Recreation Supervisor, Co-Chair of the 350<sup>th</sup> Committee and 29-year Town Moderator. He is a man of great strength, great energy and great compassion – qualities that he has successfully passed along to his daughter Sheila who will continue to faithfully serve our community for many years to come.

2007 represented the culmination of many years of our community spending beyond our means. We have seen a significant reduction in our financial reserves driven by an over dependence on cash to fund our operating budgets. After multiple years of stern warnings from our rating agency, Moody's took the drastic action of downgrading our bond rating from Aaa to Aa1. This was very disappointing for Andover, because it sent a message that we were no longer amongst the most elite municipalities with respect to financial strength, planning and decision making.

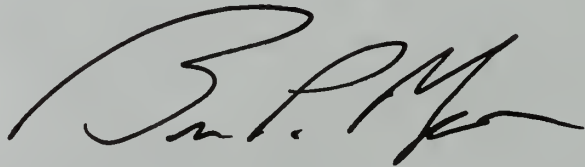
Over the last five years, our operating budget has increased nearly 25% from \$101M to \$126M. To date, this budget expansion has been financially supported nearly 50% through the "New Growth" property tax revenue that is driven by the new construction of homes and businesses. Now we are starting to see a down turn in new construction opportunities; therefore, the budget growth of the recent past is not sustainable into the future.

We as a community must take a hard look at the level of services that we have become accustomed to. We will not be able to sustain these service levels into the future within the constraints of Proposition 2½ which permits the increase in property tax revenue of no more than 2½ percent per year. Either we will need to gain permission to raise additional property tax revenue (Operating Budget Overrides) or we will need to reset our expectations as to the types and levels of services delivered across our community.

To assist the community with the evaluation of future financial decisions, members of the Selectmen, School Committee and Finance Committee developed a multi-year budget model. This model takes into account the revenues and expenditures over the previous three years and uses assumptions to estimate Andover's revenues and expenditures for three future years. For the first time ever, Andover has a tool that can model the impact of today's financial decisions forward three years into the future.

Looking toward 2008 and beyond, Andover has many questions to answer. Should the Town continue to create new fees (and expand existing fees) or should we structure our spending so that we live within our tax revenue? Are there services that the Town should eliminate in order to shift monies to other parts of the budget, if so, specifically which ones? Should the Town pass Operating Budget Overrides to increase property tax revenues or should we adjust service expectations to match existing revenues? These are questions that the Town leadership cannot answer alone; we need your support, your opinions and your assistance so that we, collectively, can use our brain trust to create new paradigms.

I respectfully submit this correspondence on behalf of the Andover Board of Selectmen for the 2007 Annual Report.

A handwritten signature in black ink, appearing to read "B. P. Major", with a stylized flourish at the end.

Brian P. Major, Chairman  
Andover Board of Selectmen





# TOWN OF ANDOVER

Town Offices  
36 Bartlet Street  
Andover, MA 01810  
(978) 623-8200  
[www.andoverma.gov](http://www.andoverma.gov)

To the Honorable Board of Selectmen and Citizens of the Town of Andover:

*"The township of New England possesses two advantages which strongly excite the interest of mankind, namely, independence and authority. Its sphere is limited, indeed; but within that sphere, its action is unrestrained. This independence alone gives it real importance, which its extent and population would not insure."*

*Alexis de Tocqueville  
"Democracy in America"*

In the 1830's, Alexis de Tocqueville spent several years traveling across the country observing the underlying foundation that made democracy successful in America and especially in New England. He found two traits that are still New England hallmarks today – independence and authority. Nowhere is it seen better than at Town Meeting. Town Moderator James D. Doherty, who retired in 2007 after twenty-nine years of service, was keenly aware of these traits and faithfully respected and protected both independence and authority throughout his leadership.

This legacy has been passed to us and we, in turn, are charged with upholding the traditions of Town Meeting so it can be passed to the next generation of New Englanders.

The first article of the 2007 Annual Town Meeting was the Annual Town Election. In March, Sheila M. Doherty was elected to follow her father, James D. Doherty, as Town Moderator. Alexander J. Vispoli was re-elected as Selectman. Gerald Stabile, Jr. was elected to replace John P. Hess. Mr. Hess retired after ten years of faithful service on the Board. Debra R. Silberstein and Richard J. Collins were both re-elected to serve on the School Committee.

The Annual Town Meeting passed a budget that was precariously balanced on a variety of reductions including \$619,000 from the Capital Projects Fund. The voters passed the Community Preservation Act that will result in a one percent real estate tax surcharge. The CPA, if approved at the Annual Town Election in March, 2008, will provide funding for open space/recreation, historic preservation and affordable housing. The Youth Center project was supported with the passage of a land transfer warrant article for property behind the Doherty Middle School. Voters approved the creation of the Design Review Board which will maintain Andover's character and sense of space through a well-designed and built environment.

A Special Town Meeting was held within the Annual Town Meeting and four land acquisitions were approved: 16 and 18 Pearson Street for parking for Memorial Hall Library, 37-39 Pearson Street for Town Yard expansion and 15 Blanchard Street for municipal purposes (ballfields, active open space, etc.).

At Town Meeting, the Virginia Cole Community Service Award was presented to Douglas M. and Ruth H. Dunbar for their thirty years of unselfish service on numerous Town boards and committees including the Board of Health, League of Women Voters, Finance Committee and Memorial Hall Library Trustees.

The citizens of Andover are always ready to serve their Town. This year, two important committees were formed made up of Town volunteers: the Audit Committee and the Town Yard Task Force.

The Board of Selectmen are credited with developing a comprehensive Municipal Vehicle Policy for the assignment, use and identification of Town-owned vehicles and for the reimbursement and use of personal vehicles for Town business. The Board also endorsed another Andover Citizens Survey in partnership with the Center for Public Research at Merrimack College. The survey will be conducted in 2008.

In an effort to reach out and communicate better with our residents, three important steps were taken: the Board and League of Women Voters sponsored the successful Mid-Year Review in the Fall, the first edition of the Town of Andover – Winter Newsletter was published and sent to each household with the Town census and the Andover website was re-designed with a new front page which has more content and a new section to obtain customer service feedback on municipal services.

In 2007, the Town received two noteworthy awards. Common Cause of Massachusetts presented the Town with their “Open Government” award for making key government records easily accessible via the website. The Commonwealth’s Executive Office of Energy and Environmental Affairs presented the Town with their “Leading by Example” award for our accomplishments in energy conservation and recycling.

If you would like to serve the Town in a volunteer capacity, then visit the Town’s website at [www.andoverma.gov](http://www.andoverma.gov) and fill out the Talent Bank Form to show your areas of interest. The form is to be sent to the Town Manager’s Office. This bank is an important resource for filling vacancies on the Town’s boards and committees.

Andover is a wonderful place to live, work and raise a family due in large measure to all of the people who volunteer their free time to serve on any one of twenty-five boards or committees. The Town cannot operate without these hundred and fifty individuals. To you and your families, I offer my most heartfelt “thank you” for all you do for our beautiful New England town.

This letter would not be complete without acknowledging the Board of Selectmen for their thoughtful and dedicated leadership and policy direction during 2007.




This letter would not be complete without acknowledging the Board of Selectmen for their thoughtful and dedicated leadership and policy direction during 2007.

Finally, if Alexis de Tocqueville were to have returned to the States and attended our 2007 Annual Town Meeting, then he would have seen the same blend of New England independence and authority that he witnessed one hundred and seventy years ago.

Please remember to participate in Andover's tradition of voting in the 2008 Annual Town Election on Tuesday, March 25<sup>th</sup> and the Annual Town Meeting at the Andover High School Richard J. Collins Field House on Wednesday, April 30<sup>th</sup> and Thursday, May 1<sup>st</sup> and Monday, April 5<sup>th</sup> and, if needed, Tuesday, April 6<sup>th</sup> at the Collins Center.

Respectfully submitted,

  
Reginald S. Stapczynski  
Town Manager

## TOWN OF ANDOVER

# MISSION & VALUES STATEMENT

*Developed by the  
Board of Selectmen, Town Manager, and Town Department Heads  
Adopted by the Board of Selectmen on October 6, 2003*

The mission of the Town of Andover is to ensure the safety, education, and well-being of the community; to be a leader in the delivery of efficient and effective quality services that respond to community needs; to promote the continuous improvement of staff skills and performance; to encourage an environment of trust; to respect cultural and economic diversity; and to preserve the historic character of the community.

The Board of Selectmen, as the chief policy makers for the Town of Andover, Massachusetts, will provide leadership in advancing the following primary and supporting values:

### **VALUE 1 – ENSURE THE SAFETY, EDUCATION, AND WELL-BEING OF THE COMMUNITY**

- 1.1 Protect the safety of persons and property
- 1.2 Maintain the high quality of education for all
- 1.3 Maintain the Town’s infrastructure
- 1.4 Promote public health programs and awareness
- 1.5 Manage the impact of non-municipal public utilities
- 1.6 Support human/community services
- 1.7 Ensure compliance with regulatory requirements
- 1.8 Identify and promote economic opportunities

### **VALUE 2 – BE A LEADER IN THE DELIVERY OF EFFICIENT AND EFFECTIVE QUALITY SERVICES THAT RESPOND TO COMMUNITY NEEDS**

- 2.1 Deliver innovative municipal services
- 2.2 Encourage cost saving initiatives
- 2.3 Assess and prioritize community needs
- 2.4 Maintain the Town’s “Aaa” bond rating

### **VALUE 3 – PROMOTE THE CONTINUOUS IMPROVEMENT OF STAFF SKILLS AND PERFORMANCE**

- 3.1 Recruit, develop, and retain a highly skilled workforce

- 3.2 Promote and recognize municipal professionalism
- 3.3 Measure, evaluate, and improve performance

### **VALUE 4 – ENCOURAGE AN ENVIRONMENT OF TRUST AND HONESTY**

- 4.1 Uphold high ethical standards
- 4.2 Value teamwork and cooperation
- 4.3 Promote open communication with the public
- 4.4 Solicit citizen participation
- 4.5 Recognize the outstanding contributions of citizens

### **VALUE 5 – RESPECT CULTURAL AND ECONOMIC DIVERSITY**

- 5.1 Promote diversity in the workforce and community
- 5.2 Provide services that are accessible, fair, and equitable
- 5.3 Support housing alternatives

### **VALUE 6 – PRESERVE THE HISTORIC CHARACTER OF THE COMMUNITY**

- 6.1 Celebrate Andover’s unique heritage
- 6.2 Protect and acquire open space

# THE ANDOVER VISION

As citizens of Andover, we are grateful to those in the past who nurtured the attractive, well managed, and vibrant town that we enjoy today. At the same time, we are mindful of our current stewardship and the fragile nature of much that we cherish. We have confidence that the most promising approach to the future is to acknowledge and act upon the values that we share. This is our Vision and our hopes and commitments for the Andover of the future. *Vision 21 Committee – July 26, 2004*

## **QUALITY EDUCATION**

We will offer a rich and challenging public education that builds essential skills and knowledge that support a broad range of academic and vocational options, enable successful participation in our society and culture, and sustain curiosity and learning in a world of new and ever changing opportunities. We will cultivate the public library as a resource for lifelong learning and enrichment and as facilitator for the flow of information throughout the community. We will find ways to protect the quality of these institutions through fluctuating economic cycles.

## **OPEN SPACE AND RECREATION**

We will continue to acquire and protect open space as a crucial natural resource that helps to maintain the character of the town, offers access to both active and passive recreation, and provides an important natural system for water recharge, flood control, and wildlife habitat.

## **VIBRANT DOWNTOWN**

We will maintain our downtown as an attractive and vibrant center with a mix of commercial and public activities, historical elements, and parks. We will use permits, zoning guidelines, and planning approvals to attract and keep pedestrian-friendly street-level enterprises.

## **SMALL-TOWN CHARACTER**

Even as the Town continues to grow, we will actively seek to identify and preserve those elements — town layout and scale, central focus, community-wide activities, respect for historical structures, and residential mix that give Andover its small-town character.

## **CITIZEN PARTICIPATION**

We will govern ourselves in a manner that encourages participation by all, that consistently provides adequate information for making informed choices, and that acts to preserve our investment and the interests of the community as a whole. We will acknowledge the needs of others and consider compromises that are in the best interest of the Town and region.

## **HISTORICAL HERITAGE**

We will maintain strong and consistent zoning that protects historic buildings and places, and we will support the institutions that protect and promote Andover's historical heritage.

## **CULTURAL DIVERSITY**

We will be respectful of Andover's many races, ethnicities, religious beliefs, and lifestyles. We will facilitate public events that celebrate diversity and provide opportunities for sharing cultural traditions. As a community, we will not tolerate acts of hatred or persecution.

## **FINANCIAL STABILITY**

We will follow prudent financial practices that balance consistent high-quality services, private vs. public responsibility, stable tax rates, and responsible levels of debt. We will set ambitious goals but live within our means. In making financial decisions, we will include an understanding of long-term costs and consequences, particularly to the environmental integrity of the Town. We will consider regional partnerships that offer more effective and economical options, and we will manage the impact of our decisions on property values relative to similar communities.

## **HEALTHY AND SAFE ENVIRONMENT**

We will protect public health and safety through careful monitoring and enforcement of environmental, health, and safety regulations and by continuing to provide effective and responsive fire and police protection and beneficial public health services.

## **MANAGEMENT OF NATURAL RESOURCES**

We will manage and protect our natural resources, particularly water, in a manner that acknowledges our responsibility to future generations and to other communities that share those resources. We will monitor air quality and take measures to mitigate negative effects of emissions from vehicles, regional incinerators, and industrial facilities.

## **TOWN SERVICES**

We will provide effective and efficient services that build and maintain Town infrastructure, handle Town business, and assist citizens. We will use technology to facilitate interdepartmental communication and efficiency, and to provide public access to Town information.

## **HUMAN SERVICES**

Through our department of community services, other Town programs, and religious institutions, we will sponsor services and programs, facilities, outreach, and recognition to veterans, seniors, youth, and the disabled or disadvantaged among us. We will foster connections among all citizens to help us to appreciate, learn from, and support one another.

## **TRANSPORTATION**

We will monitor changing commuting patterns and side-effects on air and water quality, noise, and traffic. We will work within the region to strengthen opportunities for regional transit, rail travel, commuter buses, and improved connections with mass transit hubs. We will seek solutions to local needs for downtown and commuter parking, for safe and efficient traffic flow, and for shuttle service to local facilities and services. We will encourage foot and bicycle travel as an alternative to automobiles, whenever feasible.



## COMMUNITY DEVELOPMENT PLAN

**Background** – In January 2000, the Governor issued Executive Order 418 providing cities and towns with \$30,000 to create a Community Development Plan (CDP) to address the state's critical housing need while simultaneously balancing economic progress, transportation issues and open space preservation. The CDP's purpose is to encourage people to think about what is best for the whole community now and in the future. The Department of Housing and Community Development approved Andover's CDP in December 2004. As a result, Andover continues to be eligible for state funding and competitive grants. The Town will also use the Plan's conclusions to update the corresponding four sections in the 1992 Master Plan.

**Introduction** – The Town of Andover is faced with several challenges: 1) Housing has become less affordable for those who want to live and work, or simply to remain, in Andover; 2) Andover must remain economically competitive to maintain a stable tax base; 3) Limited funding and the continuous development of substandard parcels impede the preservation of open space; and 4) Residential, commercial, and industrial development at the local and regional levels has dramatically increased traffic. The foundation of the CDP is the Andover Vision Statement. The Vision provides a framework for decision-making by Town officials and citizens. Where elements of this Plan differ from the Vision, implementation must involve balance and compromise, weighing the various inputs according to their proportionate value.

**Economic Development Element** – Andover has a strong local economy that was created through properly designed land uses, strong planning, and good positioning. In order to be competitive in the changing economy, it is recommended that the Town proceed with the following economic strategies: 1) Create a new management and marketing organization or committee that focuses on local business interests while utilizing the marketing skills of regional organizations; 2) Consider adopting zoning bylaw amendments that encourage a diverse mix of high quality/low impact industries and allow the development and redevelopment of existing parcels; 3) Improve infrastructure and programs that create access to industrial land and reduce congestion on local roads; and 4) Seek partnerships with Andover's business community.

**Housing Element** – Over time, the enhanced economy has provided a tax base that created first-rate town services, including a high-quality school system, and funding for open space preservation. The result is increased demand for the remaining land. Housing costs have outpaced the region and the nation over the past ten years. Due to Andover approaching its build out, greater care is needed in planning for future land development. Unless measures are taken to protect and increase

Andover's housing supply, there is a danger that people who were raised here and who work here, will no longer be able to afford Andover. The solution is coordinated expansion of opportunities for different market segments, gradually reducing pressure and opening new options. Suggested recommendations: 1) Keep designated affordable housing units in perpetuity; 2) Provide outreach to seniors and encourage elderly housing developments; 3) Establish a housing trust fund; and 4) Encourage zoning bylaw regulations that reuse old, industrial buildings for residential uses, maintain a mix of housing stock, preserve neighborhoods and promote new development to be moderate in scale.

**Open Space Element** – The value of land in Andover has become so high; almost every parcel now in private hands is vulnerable to housing or commercial development within the next few decades. The need to protect critical open space areas is necessary to protect Andover's small town character, provide recreational opportunities, and continue wise management of natural resources. Suggested recommendations: 1) Acquire undeveloped portions of watershed or protect it through regulations; 2) Encourage developers to design subdivisions that protect critical areas and provide open space parcels and connections to conservation land; 3) Establish alternative linkages and trails; 4) Develop a management plan for town-owned conservation properties, and budget annually for maintenance of conservation areas; 5) Encourage volunteer efforts to promote proper use and maintenance whenever possible; and 6) Seek funding mechanisms to assist in continued acquisition of prioritized undeveloped land.

**Transportation Element** – Andover's transportation system supports businesses and residences and connects Andover to neighboring towns and the regional interstate system. Although Andover has an excellent road system, there are issues that need attention. Over time, commercial, industrial, and residential development has increased the number of vehicles and the frequency of use into unaccustomed neighborhoods. Suggested recommendations: 1) Support high-speed transit systems that will link Andover with other areas of the Commonwealth and New England; 2) Support improvement of the Merrimack Valley Regional Transportation Authority's flexible design service along with expansion of days and hours of service; 3) Repair or replace the inadequate bridges; 4) Increase bicycle use by providing a range of options; 5) Improve access and management of the River Road and Dascomb Rd. areas to create more efficient traffic flow and allow existing industrial land to be effectively developed; 6) Promote zoning and land use regulations that are consistent with the region's transportation goals; and 7) Build new access from I-93 to Burt Road and Lowell Junction to allow existing industrial land to be developed and decrease vehicle trips on neighborhood roads.



**DIRECTORY OF TOWN OFFICIALS**  
**AS OF DECEMBER 31, 2007**

**ELECTED**

**BOARD OF SELECTMEN**

Brian P. Major, Ch.	- 2009
Ted E. Teichert	- 2009
Alex J. Vispoli	- 2010
Mary K. Lyman	- 2008
Gerald Stabile, Jr.	- 2010

**SCHOOL COMMITTEE**

Arthur H. Barber, Ch.	- 2009
Debra Silberstein	- 2010
Richard Collins	- 2010
David S. Samuels	- 2008
Anthony H. James	- 2009

**ANDOVER HOUSING AUTHORITY**

James A. Cuticchia, Ch.	- 2009
Francis A. O'Connor	- 2010
Janice Burkholder	- 2008
Daniel T. Grams	- 2011
Calvin A. Deyermund*	- 2011

\* Appointed by Cabinet Secretary of Executive  
Office of Communities and Development

**GREATER LAWRENCE TECHNICAL  
SCHOOL DISTRICT COMMITTEE**

Kenneth Henrick, Ch., Methuen	- 2010
Gerald H. Silverman, Andover	- 2009
Leo J. Lamontagne, Lawrence	- 2008
Richard Hamilton, Jr., Lawrence	- 2008
Pamela Neilon, Lawrence	- 2010
Thomas Grondine, Methuen	- 2010
John Driscoll, North Andover	- 2008

**TRUSTEES OF PUNCHARD FREE SCHOOL**

Earl G. Efinger	- 2009
John H. Atchison, Jr.	- 2009
Norman C. Frost	- 2009
Donna C. Ellsworth	- 2009
Dr. Eric Stubenhaus	- 2009

**TOWN MODERATOR**

Sheila M. Doherty	- 2008
-------------------	--------

**CORNELL FUND TRUSTEES**

Barbara Brandt-Saret	- 2010
Edward Morrissey	- 2009
Richard J. Bowen	- 2008

## APPOINTED

### TOWN MANAGER - REGINALD S. STAPCZYNSKI

#### FINANCE COMMITTEE

Joanne F. Marden, Ch.	- 2009
Stuart Jon Stumpf	- 2010
Richard T. Howe	- 2008
Margaret M. Bradshaw	- 2008
Harold J. Wright	- 2009
Timothy L. Felter	- 2009
Mark Merritt	- 2010
Mary O'Donoghue	- 2010
Cynthia Milne	- 2008

#### CONSERVATION COMMISSION

Donald D. Cooper, Ch.	- 2008
Paul J. Finger	- 2010
Alan F. French	- 2010
Howard M. Kassler	- 2008
Gail Ralston	- 2009
Michael Walsh	- 2009
Marcia J. Miller	- 2009
Robert A. Pustell - Emeritus	

#### PLANNING BOARD

Paul J. Salafia, Ch.	- 2012
John J. McDonnell	- 2008
Vincent A. Chiozzi, Jr.	- 2008
Linn N. Anderson	- 2009
Selena Goldberg	- 2009

#### BOARD OF HEALTH

Candace Martin, Ch.	- 2010
Margaret Kruse	- 2008
Dr. Donald Miller	- 2009

#### BALLARDVALE HISTORIC DIST. COMM.

James Sheldon, Ch.	- 2010
Diane R. Derby	- 2008
Sherry Kirby	- 2008
Ron Abraham	- 2009
Bruce S. Taylor	- 2009
Michael J. Ristuccia	- 2010
Lynn Smiledge	- 2009
David DiAntonio – Alternate	- 2008
David J. Hart – Alternate	- 2009

#### ZONING BOARD OF APPEALS

Stephen D. Anderson, Ch.	- 2008
Carol C. McDonough	- 2010
Paul Bevacqua	- 2010
Peter F. Reilly	- 2008
Nancy K. Jeton	- 2009
Lynne S. Batchelder – Associate	- 2009
David W. Brown – Associate	- 2008
Rachel Baime – Associate	- 2010
Shelley Ranali – Associate	- 2009

#### PRESERVATION COMMISSION

Karen M. Herman, Ch.	- 2009
Dennis Ingram	- 2010
Lynn Smiledge	- 2010
Margaret Salafia	- 2010
Norma A. Gammon	- 2008
Leslie Frost	- 2008
James S. Batchelder	- 2009

#### MEMORIAL HALL LIBRARY TRUSTEES

Karen M. Herman, Ch.	- 2008
Carolyn Fantini	- 2010
Matthew L. Russell	- 2010
Mark N. Spencer	- 2009
Laurence J. Lamagna	- 2009
Frank Castle	- 2009
Ann Handley	- 2008

#### BOARD OF ASSESSORS

John R. Petty, Ch.	- 2008
Bruce Symmes	- 2010
Dennis M. Adams	- 2009

#### PATRIOTIC HOLIDAY COMMITTEE

Calvin A. Deyermund, Ch.	- 2008
Michael Burke	- 2008
John J. Lewis	- 2008
Joseph D. McCloskey	- 2008
James M. Deyermund	- 2008
Robert S. Hamilton	- 2008
James F. Bedford	- 2008
Michael B. Mansfield	- 2008
Susan W. Ratyna	- 2008



**LOWELL JCT. INTERCHANGE TASK FORCE**

Christian C. Huntress	- 2008
Douglas White	- 2008
John E. Corey, Jr.	- 2008
Alexander Chanler	- 2008
James D. Doherty	- 2008
William S. Holt	- 2008

**COMMISSION ON DISABILITY**

Justin J. Coppola, Ch.	- 2008
Jami Cope	- 2010
Bernadette Lionetta	- 2010
Justin J. Coppola, Jr.	- 2010
Donna Gorzela	- 2008
Madelaine St. Amand	- 2009
Gilbert DeMoor	- 2008
Patricia Commane	- 2008
Julie Pike	- 2010

**CABLE ADVISORY COMMITTEE**

John R. Dempsey, Ch.	- 2008
John B. Flynn	- 2010
Barbara Worcester	- 2009
Gerald H. Silverman	- 2008
Zeff Marusich	- 2009

**CULTURAL COUNCIL**

Alan Michel, Ch.	- 2010
Keith Sherman	- 2008
Shelley Selwyn	- 2010
Denise Johnson	- 2008
John Riley	- 2010
Linda Kirk	- 2010
Susie Novick	- 2008
Jennifer Cullen-Struhl	- 2010
Donald W. Robb	- 2009

**SCHOOL FACILITIES TASK FORCE**

Mark B. Johnson, Ch.	- 2008
Ruth A. Galvin	- 2008
Alexandra Driscoll	- 2008
Thomas R. Deso	- 2008
Dennis F. Forgue	- 2008
Diane Costagliola	- 2008

**ELDERLY TAX AID COMMITTEE**

David J. Reilly, Ch.	- 2008
John R. Petty	- 2008
Jill Garvin	- 2008
Klaus Lasch	- 2008

**TOWN YARD TASK FORCE**

Hooks K. Johnston, Jr., Ch.	- 2008
Mary Jane Bausemer	- 2008
Michael R. Harkins	- 2008
James M. Delaney	- 2008
Norman J. Viehmann	- 2008
David O. Nelson	- 2008

**HOUSING PARTNERSHIP COMMITTEE**

Joan Duff, Ch.	- 2008
Erin M. McDonough	- 2009
Victoria Johnston	- 2008
Bruce R. Sorota	- 2009
Francis A. O'Connor	- 2008
Sarah B. Young	- 2010
Vinod K. Bhandari	- 2010
Evan Belansky	- 2008
Lorene A. Comeau & Christopher Haynes - Emeritus	

**AUDIT COMMITTEE**

Paul Dow, Ch.	- 2010
Robert E. Finneran	- 2009
Steven G. Caron	- 2008
Steven S. Sintros	- 2009
Kathleen O. Sherman	- 2008

**TRIAD COUNCIL**

Nancy A. Bailey, Co-Ch.	- 2009
Ethel A. Olsen, Co-Ch.	- 2009
Mary Joyce Kernan	- 2009
Susan Toth	- 2009
Thomas R. Deso	- 2009
Richard Tyler	- 2009
Martin Boroian	- 2009
Dorothy L. Bresnahan	- 2009

**SPRING GROVE CEMETERY TRUSTEES**

Dr. Paul Caselle, Ch.	- 2008
John S. Bigelow	- 2008
Arthur H. Richter	- 2009
Sandra Dearborn	- 2010
Jennifer Smith	- 2010

**BOARD OF REGISTRARS**

William T. Downs	- 2010
Carolyn Simko	- 2008
Ronald C. Hajj	- 2009

**HOUSING TRUST FUND TRUSTEES**

Kimberly Sousa, Ch.	- 2009
Linda A. O'Connell	- 2010
Carolyn Hall Finlay	- 2010
Joan Duff	- 2010
Reginald S. Stapczynski	- 2009

**MAIN STREET COMMITTEE**

Clifford T. Markell, Ch.	- 2009
Steven J. Druth	- 2009
Judith F. Wright	- 2009
Abigail O'Hara	- 2009
Katherine O'Neil	- 2009
Ann E. Constantine	- 2009
John C. Campbell	- 2009
John A. Simko	- 2009
Karen M. Herman	- 2009
Gary S. Finlayson	- 2009

**FISHBROOK WATERSHED ADV. COMM.**

Stephen S. Boynton, Ch.	- 2008
Ronald A. Clausen	- 2008
John F. Zipeto	- 2008
David J. Adilman	- 2008
Richard A. Bizzozero	- 2008
Thomas E. Brady	- 2008
Patricia M. Donohue	- 2008

**COUNCIL ON AGING**

Nancy Mulvey, Co-Ch.	- 2009
Jo-Ann Deso, Co-Ch.	- 2009
Patricia D'Ambra Tovey	- 2010
Susan D. McKelliget	- 2008
Vicki P. Coderre	- 2008
Judith G. Trerotola	- 2009
Christopher Sintros	- 2008
Mary L. Ryan	- 2008
Francis A. O'Connor	- 2010
Nancy S. Gump	- 2010
Mary Jane Bausemer	- 2009
Burt M. Phinney	- 2008
Ann M. O'Sullivan	- 2010
Joan C. Foohey	- 2010
Vincent P. Cottone	- 2009

**MERR. VALLEY REG. TRANSIT AUTHORITY**

Planning Director Paul T. Materazzo	- 2008
Senior Planner Lisa Schwarz, Alternate	- 2008

**DESIGN REVIEW BOARD**

Ann E. Constantine, Ch.	- 2010
Judith E. Holt	- 2008
Craig D. Gibson	- 2008
Lynn W. Smiledge	- 2009

**SCHOLARSHIP COMMITTEE**

David J. Reilly	- 2008
Cynthia H. Sherlock	- 2008
Kathleen M. Hess	- 2008
Norman Rice	- 2008
Rosalie Konjoian	- 2008
Dr. Eric Stubenhaus	- 2008
Janis T. Hill	- 2008
Cherish Brunet	- 2008
Elizabeth Roos	- 2008

**RECYCLING COMMITTEE**

Candy Dann, Ch.	- 2009
Glenn A. Rogers, Jr.	- 2009
Anthony Connell	- 2010
Marya Chapin Lundgren	- 2010
Alanna McKee	- 2010
Scott D. Stecher	- 2008
Donald Gottfield	- 2010

**RETIREMENT BOARD**

James A. Cuticchia, Ch.	- 2008
John C. Doherty	- 2009
Elena M. Kothman	- 2010
Rodney P. Smith, Ex-Officio	

**TOWLE FUND TRUSTEES**

Philip F. Sullivan, Ch.	- 2009
Donna Dyer	- 2010
Donald L. Thompson	- 2009

**VETERANS SERVICES DIRECTOR**

Michael Burke	- 2008
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**INSPECTOR OF ANIMALS**

Richard D. Lindsay, DVM	- 2008
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**MERR. VALLEY PLANNING COMMISSION**

Paul J. Salafia	- 2008
John J. McDonnell, Alternate Member	- 2008

**DIR. OF EMERGENCY MANAGEMENT**

Police Chief Brian J. Pattullo - 2008

**KEEPER OF THE LOCKUP**

Police Chief Brian J. Pattullo - 2008

**GR. LAWRENCE COMM. ACTION COUNCIL**

Judith M. Yelle - 2009

**GR. LAWR. SANITARY DISTRICT REP.**

DPW Director John A. Petkus, Jr. - 2010

**MBTA ADVISORY BOARD REP.**

Jeremiah J. O'Sullivan, Esq. - 2008

**IPSWICH RIVER WATERSHED MANAGEMENT COUNCIL**

Water Treatment Plant Supt. John Pollano - 2008

## **TOWN OF ANDOVER DEPARTMENT/DIVISION HEAD DIRECTORY**

### **Community Development & Planning Department**

Health Director	Thomas G. Carbone
Planning Director	Paul T. Materazzo
Conservation Administrator	Robert J. Douglas
Inspector of Buildings	Kaija M. Gilmore
Electrical Inspector	Paul J. Kennedy
Plumbing, Gas & Sewer Inspector	Bruce P. Hale

Community Services Director

Mary L. Donohue

Elder Services Director

Katherine D. Urquhart

Emergency Management Director

Brian J. Pattullo

### **Finance and Budget Department**

Finance Director	Anthony J. Torrasi
Chief Assessor	Bruce A. Symmes
Collector/Treasurer	David J. Reilly
Information Systems Manager	Barbara D. Morache
Purchasing Agent/Insurance Coordinator	Elaine M. Shola

Fire Chief

Michael B. Mansfield

Human Resources Director

Candace A. Hall

### **Plant and Facilities Department**

Director	Joseph R. Piantedosi
Superintendent of Building Maintenance	Edward S. Ataide
Superintendent of Parks and Grounds	Randy H. Pickersgill
Superintendent of Plumbing, Heating and Electrical	Ralph D. Knight

Police Chief

Brian J. Pattullo

Operations Commander

Lt. James D. Hashem

### **Public Works Department**

Director	John A. Petkus, Jr.
Highway Superintendent	Christopher M. Cronin
Superintendent of Water & Sewer Distribution	Morris B. Gray
Town Engineer	Brian W. Moore

Memorial Hall Library Director

James E. Sutton

Superintendent of Schools

Dr. Claudia L. Bach

Town Accountant

Rodney P. Smith

Assistant Town Accountant

Theodora K. Moccia

Town Clerk

Randall L. Hanson

Town Counsel

Thomas J. Urbelis

Town Manager

Reginald S. Stapczynski

Assistant Town Manager

Steven S. Bucuzzo

Veterans Service Agent

Michael Burke

Youth Services Director

William D. Fahey



## **FORTY-THIRD ANNUAL FOUNDERS' DAY – MAY 10, 2007**

*FOUNDERS' DAY WAS ESTABLISHED BY THE BOARD OF SELECTMEN IN 1965 TO MARK THE DATE OF THE TOWN'S INCORPORATION ON MAY 6, 1646.*

HONORING TOWN AND SCHOOL EMPLOYEES  
WITH TEN OR MORE YEARS OF DEDICATED SERVICE

### **TOWN DEPARTMENTS**

#### **35 Years of Service:**

George D. Milne, Fire Department  
Nellie R. Saracusa, Elder Services

Phillip C. Newcomb, Highway Department

#### **30 Years of Service:**

Armand Guilmette, Fire Department  
William K. MacKenzie, Police Department

James L. Landry, Sr., Fire Department  
Jean A. Soucy, Accounting Office

#### **25 Years of Service:**

Robert J. Cronin, Police Department  
Morris B. Gray, Water Department  
Joanne P. Kempton, Plant & Facilities  
Donna R. Morse, Accounting Office  
John J. Pollano, Water Department

David Dargie, Engineering  
Charles E. Heseltine, Police Department  
Dennis J. Lane, Police Department  
Brian J. Pattullo, Police Department

#### **20 Years of Service:**

Marion E. Aziz, Elder Services  
Sandra A. Cassano, Town Manager's Office  
Laura J. DeGroot, Engineering  
Joan M. Lemieux, Fire Department  
Jane F. Melia, Assessor's Office  
James R. Moses, Police Department  
Mark L. White, Parks & Grounds

Joseph P. Cahill, Fire Department  
Colleen A. Currier, Accounting Office  
James D. Hashem, Police Department  
Beth H. Mazin, Library  
James S. Misenti, Water Department  
David J. Reilly, Treasurer's Office

#### **15 Years of Service:**

Gary P. Znamierowski, Water Department

#### **10 Years of Service:**

Margaret Batcheller, Community Services  
Christine Collins, Library  
Michelle Doucette, Community Services  
Daniel F. Leonard, Police Department  
Paul Materazzo, Community Development  
Scott G. Weightman, Fire Department

William T. Bruner, Police Department  
Richard F. Dillon, Water Department  
Michael Kirk, Information Systems  
Arthur G. Martineau, Engineering  
Joseph Piantedosi, Plant & Facilities  
Glenn E. Wilson, Youth Services

## SCHOOL DEPARTMENT

### 35 Years of Service:

Candace Borrello, Doherty Middle School	Thomas J. Delaney, Andover High School
Charles M. Friel, West Elementary School	Kenneth J. Pellerin, Andover High School
John B. Pierce, Andover High School	Lois E. Seligman, Doherty Middle School

### 30 Years of Service:

Barbara Collins, West Elementary School	Harry J. Durso, Substitute
David W. Gangi, Andover High School	John C. Givens, Doherty Middle School
Martha J. McCarthy, West Elem. School	Donna G. McManus, Shawsheen Elem. School
Debra J. Nichols, Bancroft Elem. School	Judith A. Rickley, Andover High School

### 25 Years of Service:

Michael L. Marcoux, Andover High School	Josephine L. Walker, West Elementary School
Michael A. Wartman, Andover High School	

### 20 Years of Service:

Jane B. Baldwin, Doherty Middle School	Berniece A. Bligh, Food Services
Craig A. Brightney, Sanborn Elem. School	Lawrence H. Cheetham, West Elem. School
Susan A. Cullen, Andover High School	Robert F. Demers, Doherty Middle School
Corinne L. Keeler, Crossing Guard	Carolyn S. Lazzarino, Bancroft Elem. School
Joan S. Lee, Bancroft Elementary School	Donna S. Lubarsky, Bancroft Elem. School
Marie S. Mailey, West Elementary School	Kathleen C. McDermott, West Middle School
Norma D. Morava, Bancroft Elem. School	Maureen Morrison, Andover High School
Michael E. Pearl, Shawsheen Elem. School	Betsy R. Spiegel, High Plain Elem. School
Heather B. Sullivan, High Plain El. School	Laura E. Tenero, South Elementary School
Kathleen Thornton, Shawsheen El. School	Claire S. Touseau, Bancroft Elementary School

### 15 Years of Service:

Clifford J. Bourie, Bancroft Elem. School	Mark S. Christian, West Middle School
Betsey E. Desfosse, Andover High School	Marilyn M. Fitzgerald, Coach
Ronald W. Francis, Andover High School	Patricia A. Gleason, West Elementary School
Cynthia A. Hanlon, Bancroft Elem. School	Bettyann M. Iannuccilli, Andover High School
Joanne M. James, Shawsheen Elem. School	Elizabeth A. Kennedy, South Elem. School
Rosalind Larschan, Doherty Middle School	Erin O. Manship, Wood Hill Middle School
Jennifer Marsella-White, West Elem. School	Marion O'Shaughnessy, Doherty Midd. School
Karen E. Parker, Andover High School	Ernest J. Perry, West Elementary School
Roxanne N. Siff, Bancroft Elem. School	Scott R. Worthley, Collins Center

### 10 Years of Service:

David E. Arias, Andover High School	Mary Baroni, Shawsheen Elementary School
Jacqueline Barry, Doherty Middle School	Maura E. Bresnahan, High Plain Elem. School
Amy H. Bride, West Elementary School	Cory L. Chapman, Andover High School
Marilyn Connaughton, West Middle School	Susan C. Currier, Doherty Middle School
Michael Doherty, Andover High School	Todd Fawcett, West Middle School



#### 10 Years of Service (Cont.):

Mary Gorman, High Plain Elem. School	Susan L. Healey, Wood Hill Middle School
Thomas E. Keane, Doherty Middle School	Ileana Kleponis, Andover High School
Dene Kouletsis, Wood Hill Middle School	Karen Mazman-Stevens, High Plain El. School
Nicole Moriarty, Pupil Personnel Services	Deborah Morrison, High Plain Elem. School
Virginia Morrison, Doherty Middle School	Maryann Nolan, High Plain Elementary School
Patricia O'Connell, South Elem. School	Debra A. O'Connor, High Plain Elem. School
Brian Parker, Andover High School	Elizabeth Powell-Naili, Substitute
Andrew Rosenshine, Doherty Midd. School	Erica Saum, West Elementary School
Leela B. Scanlon, Doherty Middle School	Andrea A. Spang, Wood Hill Middle School
Katie M. Tyler, Doherty Middle School	Pamela J. Vose, Andover High School
Henrietta M. Wagner, Andover High School	Margaret W. Schack, Wood Hill Middle School

#### TOWN RETIREMENTS:

William E. Canane, Police Department	Scott A. Gorrie, Fire Department
Nancy C. Leslie, Elder Services	William H. Miner, Plant & Facilities
Barbara A. Mortenson, Library	Charles H. Murnane, Jr., Fire Department
James S. Reilly, Police Department	Rosalie F. Ren, Library
M. Agnes Riedel, Water Department	Helen M. Sellers, Library
David L. St. Jean, Police Department	

#### SCHOOL RETIREMENTS:

Linda Anderson, Bancroft Elem. School	Daryl Arseneault, Sanborn Elementary School
June L. Blake, Sanborn Elementary School	Laraine A. Brylczyk, Doherty Middle School
Bennie M. Ebersole, West Middle School	Sondra J. Finegold, West Elementary School
Bette J. Kidwell, Sanborn Elem. School	Antonia Kulcsar, South Elementary School
Kenneth Kwajewski, West Middle School	Richard P. Loschi, West Middle School
Kenneth P. Maglio, West Middle School	Dorothy McCormick, Sanborn Elem. School
Mary Moran, Andover High School	Noreen T. Murphy, West Middle School
Sarah G. O'Brien, Andover High School	Bethany M. Orlando, Sanborn Elem. School
Margaret Orlando, Doherty Middle School	Maureen G. Pellerin, High Plain Elem. School
Justin Quimby, Wood Hill Middle School	Laura Ridley, Central Office
Ann L. Saurman, Bancroft Elem. School	Diane A. Sherry, Food Services
Deborah A. Stephenson, Food Services	Lynn Willey, West Middle School
Mark E. Winer, Andover High School	

## **FINANCE & BUDGET DEPARTMENT**

*The mission of the Finance Department is to build and reinforce confidence in Town financial management by managing and planning all financial functions in an efficient, cost effective and responsive manner, and, through a collaboration of team efforts, provide departments and the public with the necessary information to assure accuracy, accountability and justification.*

### **FINANCE ADMINISTRATION**

The Town Manager's Recommended Fiscal Year 2007 Budget was released on February 2, 2007. During the months of February, March and April, meetings were held with the Board of Selectmen, Finance Committee, School Committee and Department Heads to review the budget and warrant article requests and to prepare recommendations for the Annual Town Meeting.

In April, the Finance Committee Report was mailed to over 11,300 households. The Annual Town Meeting began on Monday, April 23, 2007 and the Fiscal Year 2008 operating budget (Article 4 and Article 5) was adopted in the amount of \$126,458,634. This budget was an increase of \$3,670,932 or 3% over the Fiscal Year 2007 operating budget of \$122,787,702.

Major accomplishments in 2007 are as follows:

- Provided staff support to the Long Range Financial Planning Sub-committees.
- Prepared the Town Manager's Recommended FY-2008 Budget.
- Prepared the Five-Year Capital Improvement Plan for FY-2009 – FY-2013.
- Provided staff support to the Finance Committee.
- Produced the 2007 Finance Committee Report.
- Continued to work with the Health Insurance Task Force to investigate options to reduce Town and employee costs.
- Completed the Andover Cable Advisory Committee license renewal negotiations with Comcast for cable service in Andover, constructed a new fiber optic network and established a new non-profit Public Cable Access Corporation (Andover Community Access and Media, Inc.).
- On a negative note, Moody's Investors Service reduced Andover's Aaa bond rating one grade to Aa1, particularly citing . . . "narrow reserve levels and limited potential for future replenishment" as its primary reason for the downgrade.

### **CENTRAL PURCHASING**

The Purchasing Division processed 1,605 purchase orders and 2,782 requests for payment for the Town and 3,213 purchase orders and 300 requests for payment for the School Department. Forty-six bids, ten requests for proposals and two Requests for Written Responses were advertised and officially opened. The continued utilization of the State bid contracts available to cities and towns has provided numerous benefits to the taxpayers of Andover.

During the year, Andover initiated and coordinated a number of Cooperative Bids and participated in a number of bids with other communities. Under Massachusetts General Laws, two or more political subdivisions may jointly purchase goods or services through the bidding

process. Items purchased were: xerographic paper for copy machines, road salt, water treatment chemicals, fuel oils, vehicle fuels, office supplies, equipment and furniture and school athletic and student voluntary insurance.

In 2007, the following major requests for proposals and bids were solicited:

- Operable Partition Replacement at Wood Hill Middle School
- One new 2007 Ambulance for the Fire-Rescue Department
- Roof Replacement Project at Andover High School – Roof Segment C
- Structural Reinforcements at Bancroft and West Elementary Schools
- Scholar Supplies
- Cooperative Bid for Vehicle Gasoline & Premium Diesel Fuel
- Classroom Unit Ventilation Replacement Project at Doherty Middle School
- Fine Arts & Ceramics – School Department
- Physical Education Supplies & Equipment
- Athletic Supplies
- Medical Supplies
- Custodian Supplies
- Compost Site Grinding & Screening
- West Elementary School Boiler Replacement Project
- School Zoning Warning System
- Miscellaneous Road Materials & Aggregates (Annual Requirements)
- Miscellaneous Roadway Construction and Paving Projects (Annual Requirements)
- One new 2007 Four-wheel Drive Backhoe Loader
- Pizza for Andover Public Schools
- Design & Construction Administration Services for West Middle School Electrical Upgrade and Window Replacement Project
- Fireworks Display for the Town's 4<sup>th</sup> of July Celebration
- Andover Water/Wastewater Instrumentation Maintenance Agreement
- Andover Water Department Maintenance and Service for DYNA SCADA System
- Program Coordinator for Out-of-District Placements in Special Education
- Room Renovations – HVAC Contract at Memorial Hall Library
- Refinishing – Hardwood Flooring at West Elementary School Gymnasium
- Partitions and Suspending Ceiling at Shawsheen Elementary School
- Sidewalk & Parking Renovations at Wood Hill Middle & High Plain Elementary Schools
- One new 2007 or current model year Four-wheel Drive Loader
- Selected areas of masonry restoration at Memorial Hall Library
- Memorial Hall Library Floor Tile Abatement
- Town Offices Roof Top Units Replacement and Memorial Hall HVAC Upgrade
- One new 2007 or current model year Bombardier Sidewalk Plow
- Lowell Street/Shawsheen Road/Beacon Street Intersection Improvements
- One new 2007 or current model year Handicap-equipped Conversion Minivan
- Design & Construction Administration Service for Four-season Room at Senior Center
- School Bus Transportation Field Trips and Athletic Transportation
- Three 2008 model Marked Law Enforcement Full-size Sedans and Appearance Package
- Polyester Fiber Reinforced Crackfill (Annual Requirements)
- Sidewalk Reconstruction and Concrete Wheelchair Ramps (Semi-annual Requirements)



- Sewer Rehabilitation – Shawsheen Village
- Cooperative Bid for Highway Road Salt, Solar Salt and Liquid Calcium Chloride 32%
- Andover Public Safety Center Site Utility Renovations
- Bancroft Elementary School Roof Replacement Project

The Purchasing Division is responsible for administering the contract compliance of Andover's Affirmative Action Plan as well as coordinating the Property and Casualty insurance and risk management for all Town and School Departments. The Human Resources Department handles the Health and Personal insurance for both Town and School Departments. The Purchasing Department is also responsible for overseeing the Town's current insurance company's Rewards Program that controls and reduces losses along with providing future savings on insurance premiums. Again this year, the Town was recognized by its insurance company, Massachusetts Interlocal Insurance Association (MIIA), for its High Achievement under their Loss Control Program. Participation in the MIIA Rewards Program earned the Town a \$23,177.00 credit reducing this past year's insurance premium by that amount. The Purchasing Department also processed approximately 53 casualty and property claims over the year and was able to recover \$114,264.43 for the Town.

### **COLLECTOR/TREASURER**

The Collector/Treasurer Division is responsible for the collection, investment and disbursement of all Town monies. Highlights during 2007 are as follows:

- Borrowed \$4,200,000 for 6 months at 3.66% on June 7<sup>th</sup>.
- Participated in the on-site Moody's visit, presentation and review in November.
- Borrowed \$14,005,000 in long-term debt for Town and School Capital Projects at an interest rate of 3.87%.
- Began to review water billing/AR software proposals from various companies for a new system.
- Provided continued outstanding customer service to Andover residents.

Dollars for Scholars is a national non-profit organization. The Andover chapter was formed in 1997 with the acceptance of Article 27 at the 1997 Annual Town Meeting. During the year, several fundraising events were held and donations were received from many Andover residents that resulted in the awarding of fifty scholarships in the amount of \$49,025 to deserving Andover students pursuing further education.

Balance:	January 1, 2007	\$571,673
	Income, Donations, Gifts	121,073
	Expenses, Scholarships	<u>50,045</u>
Balance:	December 31, 2007	\$642,701

### **ASSESSOR**

The Board of Assessors is responsible for the valuing all real estate and personal property accounts and motor vehicle excise taxes in the Town as well as defending all appeals of these taxes. The three-member board is also responsible for the awarding of nearly 250 property tax

exemptions on an annual basis. Major exemption groups include senior citizens, disabled veterans, widows and widowers and individuals classified as blind.

The Assessors must also conduct revaluations of all property on a triennial (every three years) basis. A revaluation was completed for Fiscal Year 2006. Interim adjustments were made in Fiscal Year 2007 and again in Fiscal Year 2008 with another revaluation required for Fiscal Year 2009. The Board is responsible for meeting all Massachusetts Department of Revenue guidelines for property valuations, reporting of valuations and tax billing.

The Assessor's Division gathers vast amounts of property and ownership-related information that is available to the general public. Exterior digital photos are now recorded on all property and the valuations, sales information and other pertinent information is available on the Town's web site. More than 1,000 requests for public records and information are received and processed on an annual basis.

In mid-2007, Bruce Symmes, the Town's well-known and respected Chief Assessor since 1999, announced his retirement and the Town embarked on a search for a highly-qualified successor.

## **INFORMATION SYSTEMS**

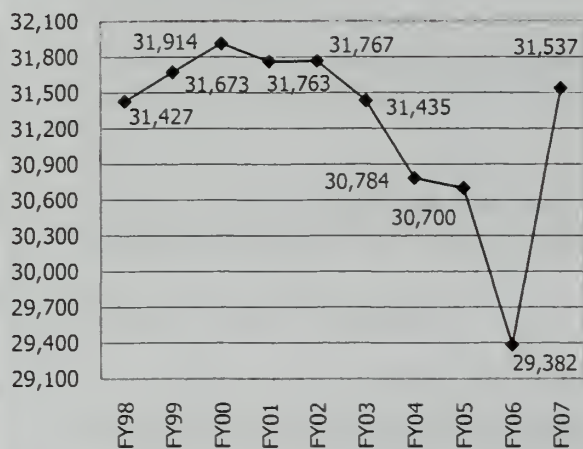
The Information Systems Division is responsible for maintaining and improving the utilization of computerized data in municipal operations including financial records, word processing/spreadsheet/database files, electronic transmission and other varied electronic files. Major functions of this division are: network administration, financial application support and reporting, user support for office integration software, and hardware/software/operating system maintenance and upgrades. The Information Systems Division supports all users of the network and strives to meet the many diversified needs of town government administration. Maintaining the integrity and improving the accessibility of all data on the network are priorities, especially since most users rely on network resources for daily operations.

Highlights during the year include the following:

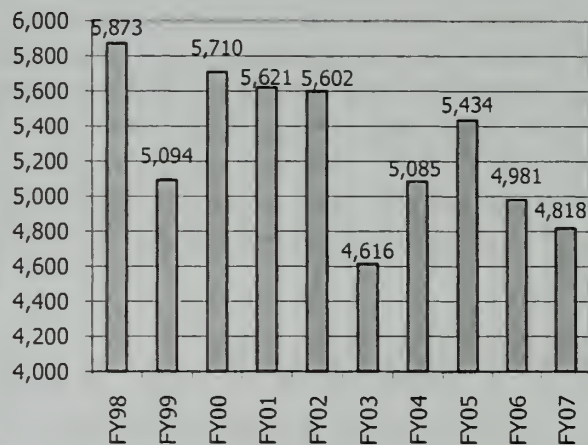
- Implementation of on-line payments for real estate taxes.
- Addition of improved software on the Town's website which will search all Town and School pages – also added gallery software.
- Improved ability for Town employees to independently update web information – added utility to display Selectmen's meetings.
- Migration to a new fiber-based wide-area network to improve connectivity between all Town and School buildings.
- Upgrade of network resources including increasing firewall security, more aggressive anti-spam deterrence, web-filtering and improved internet services via FIOS.
- Began investigating the replacement of the Utility Billing software application by issuing a Request for Response and conducting vendor demonstrations of software.

## FINANCE STATISTICS

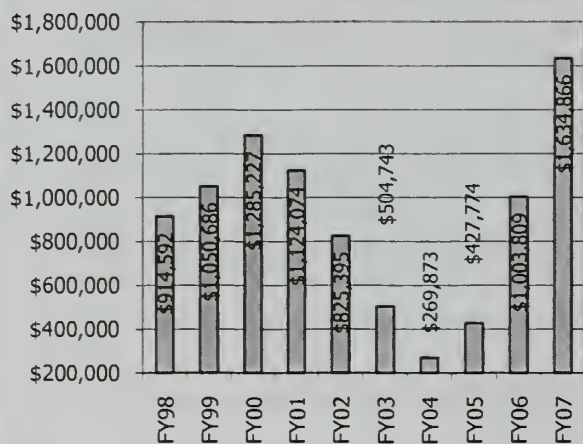
### MOTOR VEHICLE BILLS



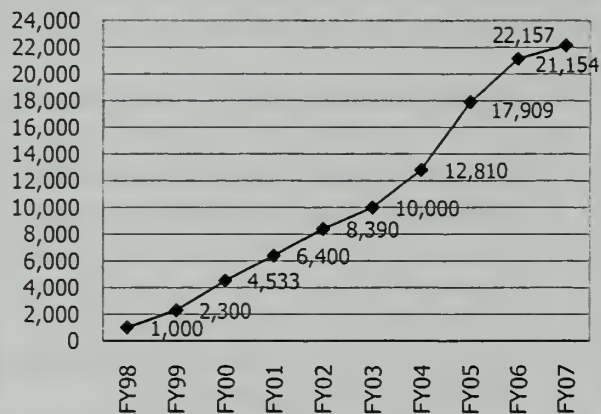
### PURCHASE ORDERS



### INVESTMENT INCOME



### TOWN WEBSITE VISITS (Mthly. Avg.)





### ANNUAL PROPERTY VALUATIONS

PROPERTY TYPE	FY2005 #ACCTS	FY2005 VALUE	FY2006 #ACCTS	FY2006 VALUE	FY2007 #ACCTS	FY2007 VALUE
SINGLE FAMILY	8,366	\$4,367,402,300	8,437	\$4,736,207,600	8,459	\$5,006,022,800
CONDO	1,074	244,011,100	1,455	355,443,200	1,475	367,276,700
MULTI FAMILY	351	219,473,300	341	209,337,800	335	256,129,300
VACATION LAND	644	68,193,844	596	74,208,300	584	96,945,600
OTHER RESIDENCE	32	22,420,100	30	21,980,100	28	21,571,500
COMMERCIAL AND CHAPTER	263	552,956,251	248	527,511,100	257	558,958,866
INDUSTRIAL	136	530,135,900	137	536,570,500	138	540,662,900
MIXED USE	186	236,626,400	185	244,588,700	181	244,141,900
PERSONAL PROPERTY	406	109,324,908	395	94,200,625	447	99,325,718
TOTAL	11,458	\$6,350,544,103	11,824	\$6,800,047,925	11,904	\$7,191,035,284

### MOTOR VEHICLE EXCISE COLLECTIONS

	FY2005	FY2006	FY2007
TOTAL	\$4,666,645	\$5,000,633	\$4,563,040

### TAX ABATEMENTS AND EXEMPTIONS

ANNUAL EXEMPTIONS	FY2005 NUMBER	FY2005 AMOUNT	FY2006 NUMBER	FY2006 AMOUNT	FY2007 NUMBER	FY2007 AMOUNT
WIDOWS	17	5,675	15	4,780	15	4,466
VETERANS	139	85,157	138	85,591	129	103,199
BLIND	24	20,472	24	22,267	26	22,724
SENIORS	46	58,154	39	57,640	41	63,401
DEFERRALS	8	23,900	8	22,305	9	25,624
HARDSHIPS	1	1,000	1	1,000	1	1,000
TOTALS	235	\$194,358	225	\$193,583	221	\$220,414

ANNUAL ABATEMENTS	FY2005 NUMBER	FY2005 TAX AMOUNT	FY2006 NUMBER	FY2006 TAX AMOUNT	FY2007 NUMBER	FY2007 TAX AMOUNT
RESIDENTIAL	38	38,218	66	50,062	56	64,446
SENIOR VOUCHER	143	85,356	148	88,800	157	105,975
COMM/IND	12	347,548	11	102,508	9	204,391
PERSONAL PROPERTY	8	121,667	6	1,296	4	2,145
TOTALS	201	\$592,789	231	\$242,666	226	\$376,957

## BUDGET AND TAX RATE SUMMARY

	FINAL FY2006	FINAL FY2007	FINAL FY2008
<b><u>EXPENDITURES</u></b>			
Appropriations & Articles	117,270,644	124,807,982	130,190,002
Other Local Expenditures			
Tax Title Purposes	4,000	4,000	4,000
Overlay/ Other Deficits	206,268	50,762	1,248
Other amounts	0	6,860	0
Revenue Offsets/Cherry Sheet	<u>62,165</u>	<u>60,247</u>	<u>64,202</u>
Total Other Local Expenditures	272,433	121,869	69,450
State and County Charges	1,986,283	2,501,545	2,874,461
Overlay Reserve for Abatements	<u>854,114</u>	<u>754,410</u>	<u>832,176</u>
<b>TOTAL EXPENDITURES</b>	<b>\$120,383,474</b>	<b>\$128,185,806</b>	<b>\$133,966,089</b>

### **REVENUES and OTHER FUNDING SOURCES**

Revenue from State			
Cherry Sheet Estimated Receipts	7,905,109	9,122,219	9,962,504
School Construction Assistance	<u>1,894,649</u>	<u>1,894,649</u>	<u>1,894,649</u>
Total from State	9,799,758	11,016,868	11,857,153
Revenue from Town			
General Local Revenue	8,865,661	9,851,016	9,383,000
Revenue for Specific Purposes-Offset Receipts	2,021,252	1,978,605	1,964,605
Water and Sewer Revenue	<u>11,762,430</u>	<u>12,650,263</u>	<u>12,892,816</u>
Total Local Receipts	22,649,343	24,479,884	24,240,421
Free Cash and Other Funding Sources			
Free Cash used for Warrant Articles	662,377	1,360,449	2,820,368
Other Available Funds	<u>386,993</u>	<u>323,322</u>	<u>258,428</u>
Total Free Cash and Other Funding Sources	1,049,370	1,683,771	3,078,796
Free Cash used for Operating Budget	876,000	744,000	712,000
Total Non-Property Tax Revenues and Other Funding Source	34,374,471	37,924,523	39,888,370
Total Property Taxes	<u>86,009,003</u>	<u>90,261,283</u>	<u>94,077,719</u>
<b>TOTAL REVENUES</b>	<b>120,383,474</b>	<b>128,185,806</b>	<b>133,966,089</b>

## VALUATIONS & TAX RATES

	FINAL FY2006	FINAL FY2007	FINAL FY2008
TOTAL VALUATION (IN THOUSANDS)	\$6,805,544	\$7,191,035	\$7,179,753
RESIDENTIAL TAX RATE	11.40	11.25	11.69
COMM, IND, PER PROP TAX RATE	17.95	18.33	19.13
EQUALIZED TAX RATE	12.64	12.55	13.10

## WHERE REVENUES COME FROM

STATE AID	8.14%	8.59%	8.85%
LOCAL REVENUE	18.81%	19.10%	18.09%
OTHER FUNDS	0.32%	0.25%	0.19%
FREE CASH	1.28%	1.64%	2.64%
PROPERTY TAXES	<u>71.45%</u>	<u>70.41%</u>	<u>70.23%</u>
	100.00%	100.00%	100.00%

## **POLICE DEPARTMENT**

*The mission of the Andover Police Department is to protect our future and the quality of life in Andover. We are empowered to protect life and property, but, with the changing times of increasing social programs, our agency has become more service-oriented to the community. To continue our mission, we all maintain an open door policy to the community, working with their suggestions, needs and thoughts so that we may preserve the way of life that we all enjoy in Andover.*

The Andover Police Department is committed to providing the highest level of public safety and service to the citizens and business people within the community. The members of the Department are empowered to enforce the laws of the Commonwealth of Massachusetts and the Bylaws of the Town of Andover, to ensure that the peace and tranquility of our neighborhoods are maintained and that crime and the fear of crime are reduced. The Department emphasizes integrity, honesty, impartiality and professionalism from its members creating an environment that values differences and fosters fairness and flexibility in our mission. The Department encourages citizen input and interaction that will assist in developing sound partnerships between the community and the Police. Working together will protect our future and enhance the quality of life for everyone within the Town.

### **OPERATIONS DIVISION**

The Department handled 34,542 incidents in 2007 – an 8% increase from 2006. There were 635 arrests, 343 larcenies and 61 burglaries.

The Town experienced an increase in arrests but a decrease in reported crimes except for stolen motor vehicles and break-ins which saw a slight increase.

The Department issued 6,656 motor vehicle citations during the year which is a 15% increase from 2006. There were 1057 motor vehicle accidents handled by the Department, a 9% increase from the previous year.

The Police Department continued to work closely with other Town departments, agencies and the community throughout the year. The Sub-Station, located on Grandview Terrace, continued to allow the Department to form a partnership with the residents at the Andover Housing Authority and the Youth Services Department through the New Horizons for Youth Program, which the Department has taken over funding for since the expiration of the grant.

The Department assigned its first School Resource Officer to the Greater Lawrence Technical School. Funding for this position is provided by the Technical School.

The Department also participated in numerous events including the Holiday and Memorial Day Parades, the Fourth of July celebrations, Safety Saturday, Andover Days, the Feaster Five Road Race on Thanksgiving Day as well as numerous other road races held throughout the year.



## **RECORDS DIVISION**

The Records Division provides support services to the entire Police Department. This service enables information to flow efficiently throughout the Department as well as to the entire community.

The Police Department received more than \$104,803 in new grant money during 2007. These grants allow the Department to serve the community by providing funding for personnel and other resources. Equipment grants allowed the Department to provide car safety seats and bicycle helmets to those who would otherwise not be able to afford such safety items. Emergency equipment such as tent shelters, body armor, gas masks, pumps and generators, protective screening, defibrillators and other emergency communication equipment were also purchased with this grant money. Highway Safety grants allowed for extra patrols, participation in several MSP Sobriety Checkpoints and enforcement around high accident locations. Citizen Corps grants allowed us to train citizens (CERT) in disaster preparedness. Our participation in a Regional Youth Court was funded by a new grant this year.

The Court Section processed a total of 635 arrests and 663 summonses. This included tracking all Police Department cases from inception to disposition and coordinating officers' appearances in court. In addition, this section assists in tracking District Court cases for other Town Departments such as the Health Division, Building Division, etc.

## **DETECTIVE DIVISION**

The Detective Division is responsible for the follow up of investigations conducted by the agency. The Detective Division also oversees the Substance Abuse Unit. This Unit was created in response to the community's request for the Police Department to take a more active role in combating drugs and alcohol in the Town. The Division also has one investigator assigned as a Juvenile Officer. He works closely with the schools and courts in processing Juvenile cases.

The Detective Division continued to be actively involved in follow-up investigations throughout the year. The Division was instrumental in solving and identifying the perpetrators of numerous serious crimes as well as following the cases through the judicial system.

The Detective Division followed up and investigated 61 burglaries, 3 rapes and 343 larcenies.

The Division also investigates incidents on the Internet. They recognize this new aspect of Internet crime as a major problem to our community and caution all parents and residents of the Town to be vigilant in combating this increasing problem.

## **ANIMAL CONTROL**

The Animal Control Officer answered 784 calls for service in 2007. He responded to 298 dog complaints and impounded 63 dogs and 1 cat. He also removed 143 deceased animals. In addition to these removed animals, there were 49 deer struck and killed by motor vehicles in Town.

## **EMERGENCY MANAGEMENT**

The Emergency Management Division is directed by the Chief of Police and serves as the local link to the Federal and State Emergency Management Agencies (FEMA/EMMA), the Department of Homeland Security and the FBI's Joint Terrorism Task Force. It also includes a network of HAM radio operators that are on standby should the need arise for auxiliary radio services. A Citizen Emergency Response Team (CERT) has also been established and is providing residents with training and equipment that will allow them to be better prepared in times of crisis.

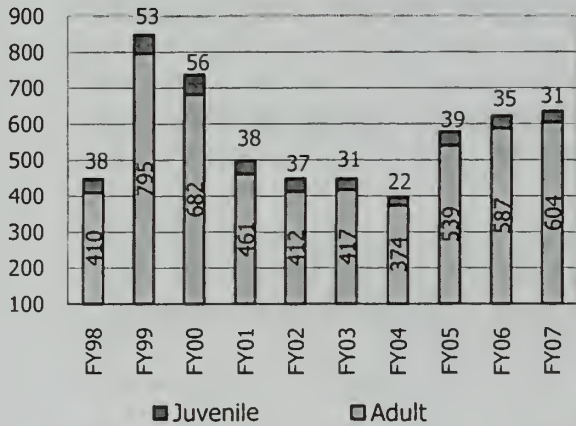
The Chief of Police is the Town's Liaison with the regional Local Emergency Planning Committee (LEPC) and is responsible for coordinating the Town's response to any hazardous materials incident.

The Chief of Police also sits on the Commonwealth's Northeast Homeland Security Regional Advisory Council.

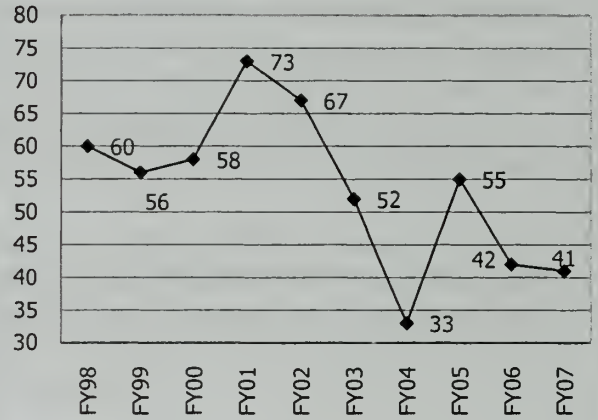
The Auxiliary Police assisted the regular officers of the Police Department many times throughout the year. They are particularly active during the holidays and on Halloween. They are a very dedicated group of volunteers and the Town is fortunate to have their services as a resource.

# POLICE STATISTICS

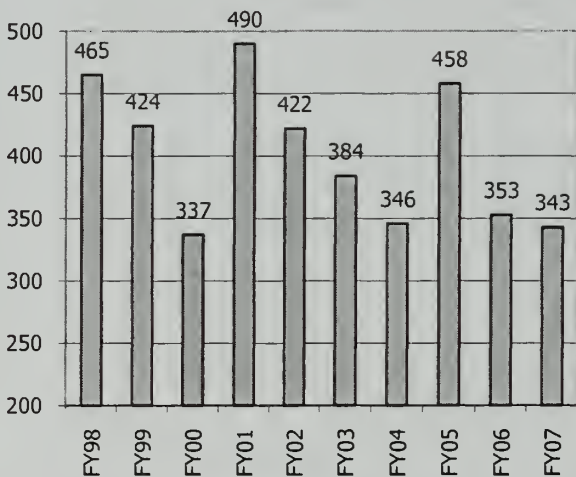
## ARRESTS



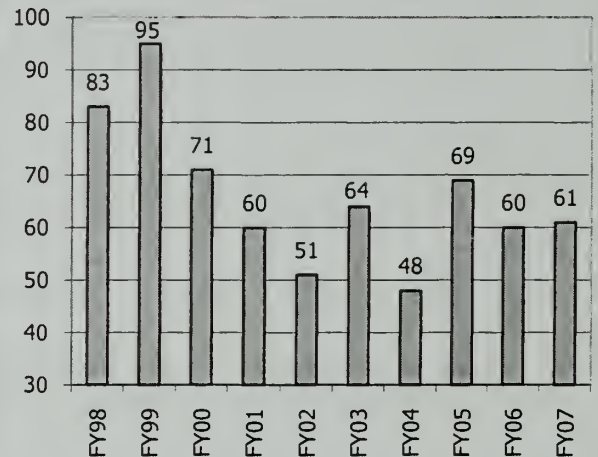
## ASSAULTS



## LARCENY



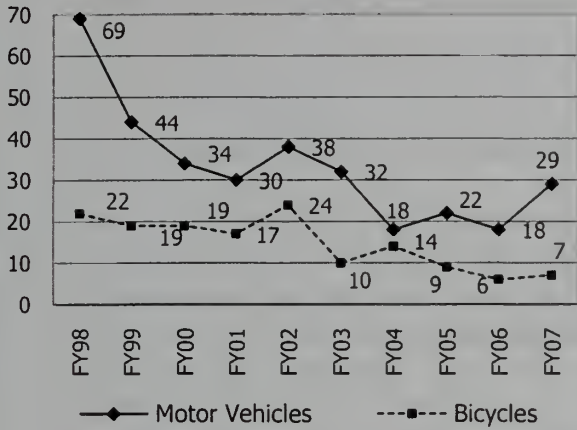
## BREAKING & ENTERING



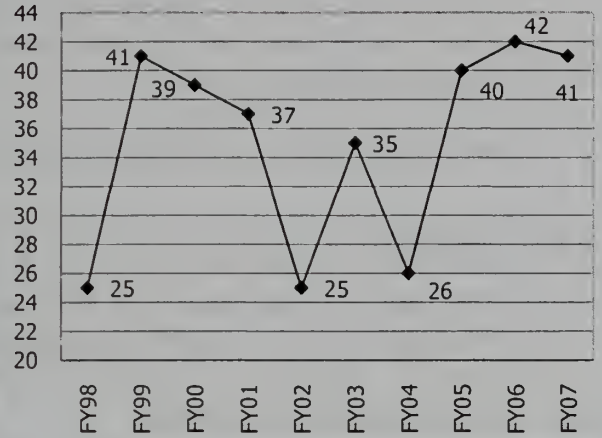


# POLICE STATISTICS

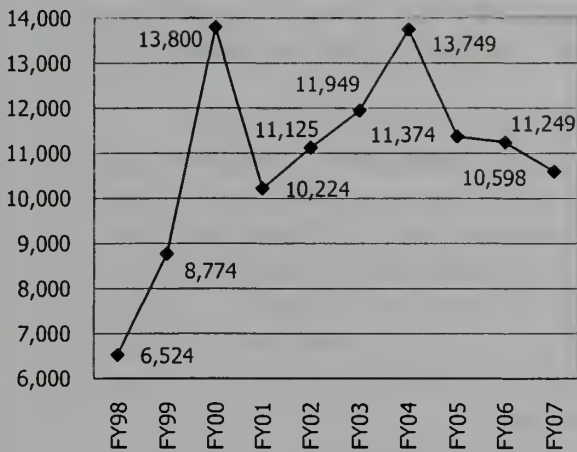
## STOLEN VEHICLES & BICYCLES



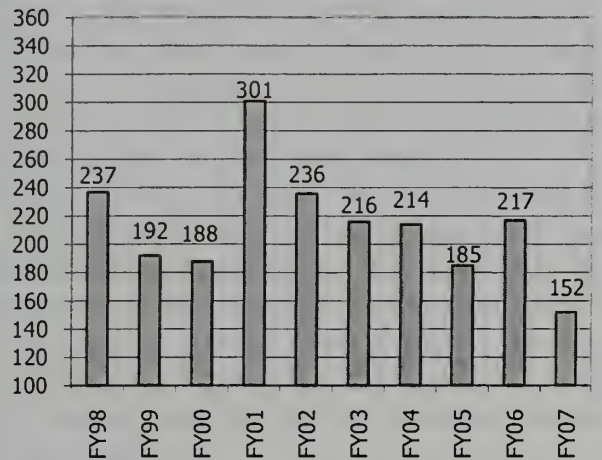
## DOMESTIC ABUSE



## PARKING VIOLATIONS



## VANDALISM



## **FIRE – RESCUE DEPARTMENT**

### **Mission Statement**

*The mission of Andover Fire Rescue is to serve the citizens of the community and its visitors by protecting them from the dangers created by man-made and natural emergencies.*

*The organization provides professional services such as fire suppression, EMS, technical rescue, and hazardous materials response.*

*Andover Fire Rescue aggressively attempts to minimize the risks associated with these incidents through effective fire prevention and investigation, code enforcement, public education and injury prevention programs.*

*We are dedicated to assisting those in need regardless of the severity of the problem.*

### **Value Statement**

The values of Andover Fire Rescue are service to those in need and community involvement through the professionalism, integrity, and dedication of its personnel.

### **Fire Rescue and EMS Operations**

There are two basic divisions within the Operations of Andover Fire Rescue – they are the Fire Rescue and the Emergency Medical Services Division.

The Operations Division operates on four shifts that is lead by a Deputy Fire Chief who has the responsibility of oversight for all activities on a particular shift. Those responsibilities range from incident response and training to ensuring there is adequate personnel coverage to appropriately protect the community on a given day.

The Operations Division has primary responsibility for responding to emergency and urgent calls for help from the public. Services provided include combating all types of fires, providing emergency medical care to the sick and injured, containing and mitigating the effects of leaks and spills of hazardous materials, rescuing those who are physically trapped in such situations as motor vehicle accidents, industrial accidents, or collapsed structures, rescuing persons caught in swift moving water, mitigating the hazards associated from downed power lines or natural gas leaks, and providing aid in situations where those in the community need special assistance such as lock out/in situations, or animal rescues.

In addition to the aforementioned, all the men and women of Andover Fire Rescue participate in presenting public fire safety and emergency preparedness educational programs, safety inspections, maintaining equipment, apparatus and facilities and continually train.

Currently, Andover Fire Rescue operates out of three fire stations with three EMT Engine Companies, one EMT Ladder Company and two ambulances providing 24/7 coverage. The fire

stations are currently located on North Main Street, Greenwood Road and at the intersection of Clark Road and Andover Street.

Several specialized pieces of equipment (such as boats and a trench rescue trailer) are located throughout the community and are staffed on an “as needed” basis by personnel normally assigned to the engine companies.

Andover Fire Rescue currently has one reserve engine, one reserve ladder and one reserve ambulance among its fleet. The reason for the reserve apparatus is to ensure that the Town of Andover is appropriately protected when a “front line” truck is out of service for repairs and to maintain the Insurance Services Office (ISO) Class 3 rating.

There are a total of 68 personnel, including four Deputy Chiefs, twelve Lieutenants and forty-eight firefighters. Suppression personnel work 24-hour schedule with one of the four groups on-duty each day. The level of staffing can fluctuate slightly and is absence dependent.

One of the Deputy Chiefs serves as the Training Officer for Andover Fire Rescue and has the responsibility for coordinating and/or delivering all training related programs related to the myriad of services provided by the personnel of Andover Fire Rescue. This may range from the review of initial training newly hired recruits have received as a result of attending the Massachusetts Firefighting Academy, specialized rescue training recertification, or continuing education and training to the entire organization.

The delivery of Emergency Medical Services training is provided by Paramedic and EMT certified personnel from outside agencies or from within the organization. Extensive federal and state regulations relative to the provision of emergency medical services, and the appropriate documentation and administrative requirements, necessitate special focus and attention.

### **Fire Rescue and EMS Resources**

Andover Fire Rescue has three fire stations, each of which has one or more staffed companies as well as specialized and/or reserve equipment.

- Station 1, Central Station, 32 North Main Street (Downtown Area)
  - ~ Staffed companies: Engine company, ladder company, ambulance, Deputy Chief.
  - ~ Specialized apparatus: two rescue boats, trench rescue trailer and air support vehicle.
  - ~ Reserve apparatus: engine, ladder truck and ambulance.
- Station 2, Ballardvale Station, Clark Road and Andover Street
  - ~ Staff company: Engine company.
  - ~ Specialized apparatus: on Rescue boat
- Station 3, West Station, Greenwood Road (West Andover Area)
  - ~ Staffed companies: Engine company, ambulance.
  - ~ Specialized apparatus: two rescue boats, fire alarm bucket truck.



Each of the four platoons consists of seventeen positions, with a minimum daily staffing level of 16 Firefighter/EMT's and Command staff.

- Command Staff: One Deputy Chief
- Engine Companies: One Lieutenant, one driver/operator and one firefighter
- Ladder Company: One driver operator and one firefighter
- Ambulance: Two Emergency Medical Technicians

Andover Fire Rescue currently has Memorandums of Understanding (MOUs) with several communities to provide mutual aid, automatic mutual aid and other response needs in the event that the on-duty resources are overwhelmed by an incident. These agreements entail the provision of service by Andover Fire Rescue to other communities in return for service to the community of Andover.

### **Fire Prevention**

The Andover Fire Prevention Office has five primary objectives in measuring the success of its work. They are:

- Reduce fire loss and injuries through the administration of risk-based community education programs.
- Manage risk associates with fire and environmental emergencies through successful implementation of Engineering, Inspection, Code Compliance and Hazardous Materials Management.
- Ensure citizens can escape a fire safely, that suppression forces have the means to control a fire with minimal risk of injury and that damages to physical resources are minimized in an emergency through proactive prevention efforts in new and existing buildings.
- Investigate fire and hazardous materials incidents to understand causes and effects and apply lessons learned to improving our community safety programs.
- Ensure that we are meeting the service demands of our community and are providing excellent customer service. We strive to meet the interests of our Fire Prevention responsibilities while attempting to meet the interests of our customers.

The Fire Prevention Officer also supports the Incident Commander at all escalating fire and rescue incidents by fulfilling the staff function of Safety Officer. The Fire Prevention Officer responds directly to the scene to coordinate and address any safety and personnel accountability concerns that may arise during the mitigation of the incident.

### **Fire Investigation**

Andover Fire Rescue is responsible for conducting fire scene investigations to determine origin and cause. Andover Fire Rescue has a Deputy Fire Chief who is specially trained in

performing fire and arson investigations to determine whether the fire was accidental or arson in nature. Fire Investigators thoroughly examine fire scenes, interview victims, witnesses and potential suspects. The investigators are also responsible for collecting evidence and processing the evidence to determine the cause of the fire.

A Deputy Chief teams up with members of the Andover Police Department, the Massachusetts Fire Marshal's Office, Massachusetts State Police and the Essex County District Attorneys Office in the prosecution of arson cases. All entities involved are required to prepare detailed reports, present evidence and testify in Court for fire cause cases.

**Fire Protection** – As a full service fire protection organization, the Andover Fire Department provides services ranging from the education of elementary school children to the rescue of elderly citizens from nursing home fires. Installation and maintenance of all fire alarm wiring of all coded fire alarm boxes is also provided.

**Fire Prevention** – The Andover Fire Department annually inspects three or more family dwellings, schools, theaters and all public, municipal, commercial and industrial occupancies. All nursing homes, rest homes, hospitals infirmaries and inn holders are inspected on a quarterly basis.

Fire drills are conducted at each and every public and private school every quarter and public sector training is conducted per their request as necessary. Facilities needing assistance in the development of evacuation plans are also afforded the guidance necessary to preparing the plans.

All necessary State and Local permits for storage of flammables, installation of oil burners, fireworks and pyrotechnic displays, storage of gunpowder or blasting agents and the daily blasting or open burning permits are issued by the Fire Department.

**Arson Investigation** – The Fire Department investigates every fire to determine if arson is a cause and employs the use of the State Fire Marshal's office and state forensic laboratory for analysis when needed. The Department also utilizes the services of the Andover Police Department and District Attorney's Office to prosecute those involved in cases of arson and those committing other fire related crimes.

### **Specialized Rescues**

In addition to fire and emergency medical services, the department performs numerous rescue missions. These could and do include incidents involving stalled elevators, trench collapse rescue, confined spaces, high/low angle rope rescues, surface water and ice rescues.

### **Hazardous Materials Response**

The department, in cooperation with the District Hazardous Materials Team, mitigates all hazardous materials incidents. The District 6 Team is comprised of members of various departments from Billerica to Gloucester. The Andover Fire Department maintains records of

any and all occupancies that store hazardous materials over the threshold amounts established by the Environmental Protection Agency. These records are required to be resubmitted to the department on an annual basis prior to March 31.

### **Emergency Medical Services**

The Andover Fire Department provides first response to all medical emergencies due to accidents or medical ailments in Andover. The surrounding communities of North Andover, Tewksbury, North Reading, Reading, Billerica, Methuen and Salem, NH provide back up mutual aid ambulance service to those communities in need.

In addition, the Lawrence General Hospital Paramedic Unit is requested when the emergency dictates the need for Advanced Life Support based on stringent protocols established through collaboration between Andover Fire and Lawrence General Hospital. Andover's ambulance service has recently upgraded its license from a Basic Life Support status to an Enhanced Life Support status as the result of placing Automatic External Defibrillators on all of its emergency vehicles.

	<u>2005</u>	<u>2006</u>	<u>2007</u>
<u>Total Incidents:</u>	10052	9616	9019
Fires	1279	1159	979
EMS Calls	2632	2743	2793
Motor Vehicle Accidents	265	279	301
Hazardous Conditions	227	258	253
False Alarms & False Calls	814	796	678
Miscellaneous Alarms	192	25	
Good Intent Calls	141	130	117
Mutual Aid Fire Calls	21	26	22
Mutual Aid Ambulance Calls	48	41	45
Fire Prevention Activities	1730	1658	1158
Service Calls	2421	2159	2366
Training	225	265	230
Co-Activation	57	77	77
<u>Permits/Licenses Issued:</u>	2158	1933	1695
Smoke Detectors	1038	718	558
Report Copies	57	62	58
Blasting Permits	44	9	4



	<u>2005</u>	<u>2006</u>	<u>2007</u>
Dumpster Permits	104	169	166
Fireworks Display Permits	1	2	1
Gunpowder Storage Permits	0	0	1
Liquid Gas Storage Permits	95	74	93
Flammable Liquid Storage Permits	9	34	15
Miscellaneous Permits	10	17	30
Open Air Burning Permits	437	517	435
Oil Burner Install Permits	110	124	131
Commercial Fire Alarm Systems	80	56	53
Special Suppression System Permits	9	10	8
Sprinkler Install Permits	69	66	59
Underground Tank Re-Certification	10	8	3
Underground Tank Removals	41	49	56
Master Fire Alarm Boxes	20	0	0

Fees Collected:

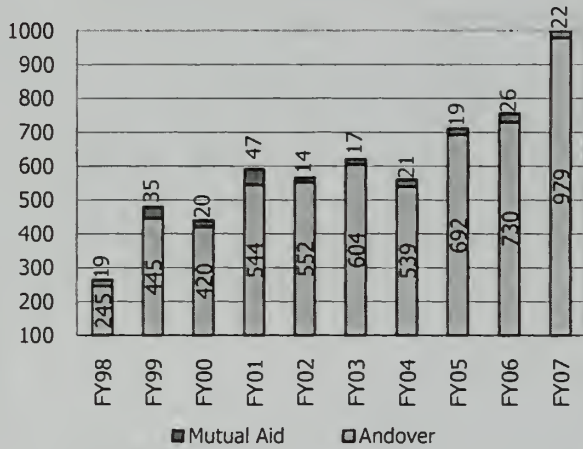
Ambulance Fees (FY)	\$753,300	\$802,616	\$838,660
Permits/Licenses	\$45,590	\$63,915	\$60,806
Fire Alarm Box Fees*	\$4,000	\$0	\$0

Personnel: 72.5 72 72

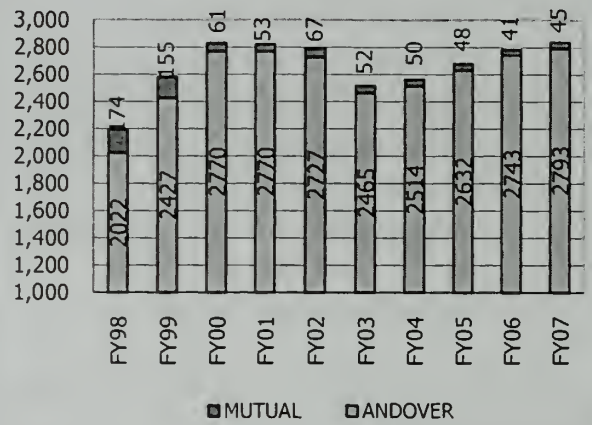
\* Department is phasing out the maintenance of fire alarm monitoring systems.

## FIRE STATISTICS

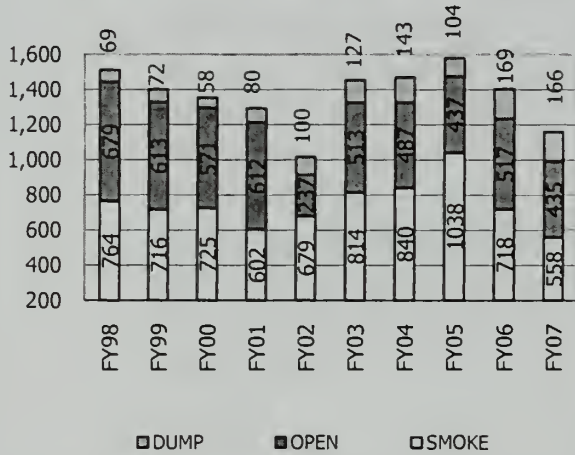
### FIRE CALLS



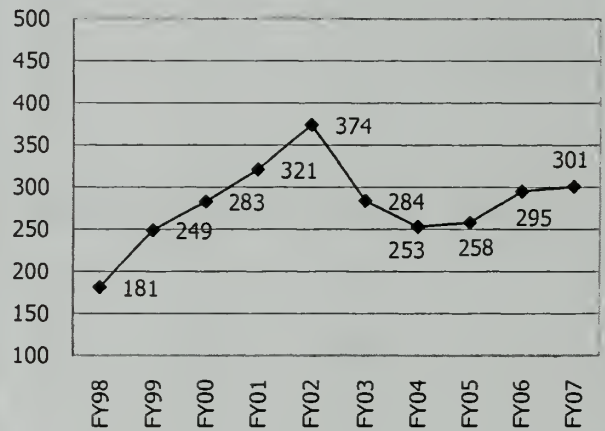
### AMBULANCE TRANSPORTS



### PERMITS & LICENSES ISSUED



### MOTOR VEHICLE ACCIDENTS



## TOWN CLERK

*The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to maintain and preserve public records, and to act in the best interest of the community and the State by providing innovative, efficient, quality service.*

The Town Clerk's Office managed two extra elections during the year with the resignation of Congressman Martin Meehan of the 5<sup>th</sup> Congressional District. The Special State Primary was held on September 4<sup>th</sup> and the Special State Election was held on October 16<sup>th</sup>.

The Office staff continued its inventory of records with volunteer assistance. Presently, vitals records dating back to 1996 have been scanned.

Passport Services offered by the Office continues to be a good revenue stream and a great convenience for residents.

Office volunteers are a great resource and a tremendous value to the Town. During the year, they completed over 600 hours of work in assisting with managing the Town Census, records and election duties.

### DEPARTMENT STATISTICS:

#### Town Census

In January, the Town Census was mailed to 12,211 households. The Town's population at the completion of the census was 29,445.

#### Election/Town Meeting/Voter Registration

The year ended with 19,560 active registered voters in nine precincts as follows:

Precinct 1 – 2,080	Precinct 2 – 2,106	Precinct 3 – 2,244
Precinct 4 – 1,986	Precinct 5 – 2,201	Precinct 6 – 2,179
Precinct 7 – 2,237	Precinct 8 – 2,326	Precinct 9 – 2,201

<u>Election</u>	<u>Date</u>	<u>No. Voted</u>	<u>% of Voters</u>
Town Election	March 27, 2007	4,496	21%
Special State Primary Election	September 4, 2007	5,183	24%
Special State Election	October 16, 2007	5,926	28%
Annual Town Meeting	April 23, 24 & 30, 2007	897*	4%

\* first night's attendance

	<u>2005</u>	<u>2006</u>	<u>2007</u>
<u>Recordings</u>			
Births Recorded	290	264	321
Marriages Recorded	133	114	114
Deaths Recorded	260	290	279
Dog Licenses Sold	2230	2400	2365
Fishing and Hunting Licenses Sold	265	266	300
Business Certificates	123	107	125
New Voter Registrations	931	1501	1320
Passport Applications	797	825	868

Fees Collected

Marriage Licenses	3,400.00	2,875.00	2,920.00
Certified Copies	16,538.00	18,779.00	21,709.00
Uniform Commercial Code Filings*	1,946.73	143.00	- 0 -*
Miscellaneous Licenses Income	13,560.00	12,075.00	12,620.00
Liquor License Income	94,700.00	112,520.00	100,790.00
Business Certificate Filings	3,740.00	4,635.00	5,720.00
Miscellaneous Income	4,342.95	4,116.95	3,062.00
Passport Fees	23,910.00	24,750.00	26,040.00
Dog Licenses	22,210.00	25,499.00	31,838.00
Non-Criminal Violations	4,250.00	11,175.00	5,400.00
Copies of Public Records	309.30	174.00	270.00
Fishing and Hunting Licenses	<u>7,391.50**</u>	<u>7,173.45***</u>	<u>6,814.25****</u>
TOTAL MONIES COLLECTED	\$196,298.48	\$223,915.40	\$217,183.25

\* As of July 1, 2001, all U.C.C. Filings are filed and processed by the Commonwealth of Massachusetts. The State no longer reimburses cities and towns for lost U.C.C. revenues.

\*\* \$7,265.25 in fees were sent to the State Division of Fisheries and Wildlife and \$126.25 was retained by the Town.

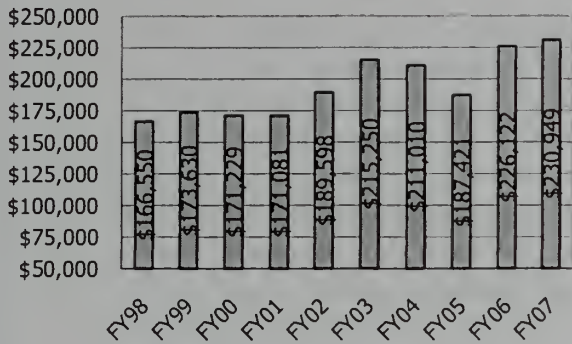
\*\*\* 7,049.00 in fees were sent to the State Division of Fisheries and Wildlife and \$124.45 was retained by the Town.

\*\*\*\* \$6,492.25 in fees were sent to the State Division of Fisheries and Wildlife and \$322.00 was retained by the Town.

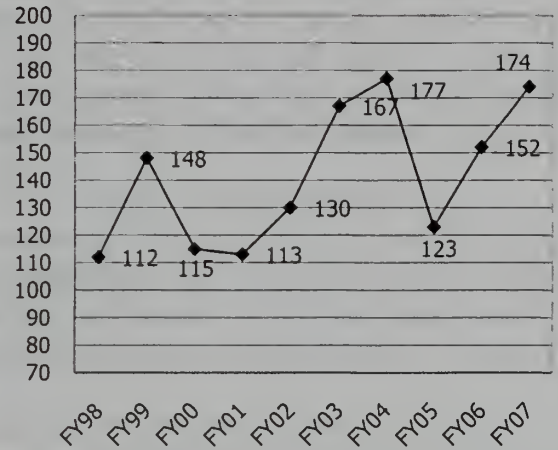


## TOWN CLERK STATISTICS

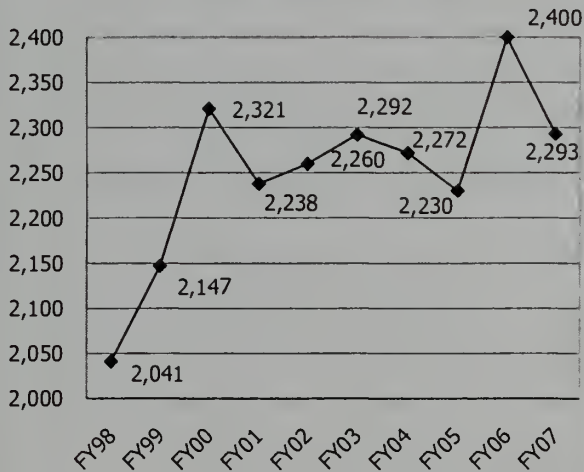
### FEE REVENUES



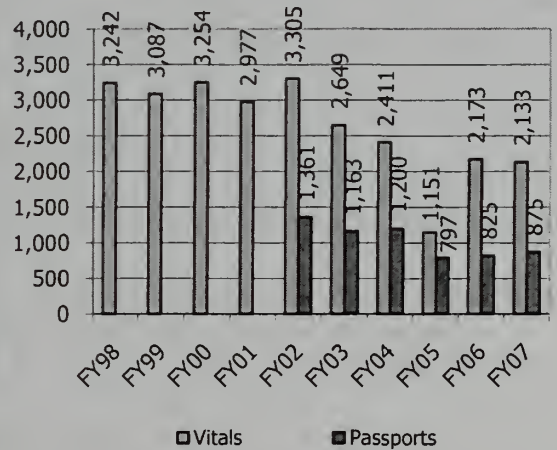
### BUSINESS CERTIFICATES



### DOG LICENSES



### VITAL RECORDS & PASSPORTS



## TOWN COUNSEL

During 2007, Town Counsel made numerous appearances before State Courts and Administrative Boards. Formal legal opinions were researched and rendered to Town officials. Court challenges to decisions by the Town's boards and commissions were defended by Town Counsel.

Town Counsel had conferences with the Town Manager and other Town officials on almost a daily basis. Town Counsel reviewed all warrant articles and attended all Town Meetings. During the period covered by this report, contracts were drawn and reviewed and numerous deeds, easements, releases and agreements were drafted and recorded. Many easements were drafted for the on-going expansion of the Town's sewer system.

Town Counsel filed a friend of the Court (Amicus Curiae) brief with the Supreme Judicial Court in support of the Massachusetts Attorney General's argument in the case of Suffolk Construction Co., Inc. v. Department of Capital Asset Management that there is an attorney-client privilege for municipal officials who receive confidential legal advice from a government attorney and the Court found that there was such an attorney-client privilege.

Town Counsel drafted rules and regulations adopted by the Town's regulatory Boards and Commissions which would enable a member to vote in an adjudicatory proceeding if the member could not attend a particular hearing so long as the member reviews the evidence presented at the hearing.

## **PLANT & FACILITIES DEPARTMENT**

*The mission of the Plant and Facilities Department is to provide a responsive, well planned and cost effective maintenance operation and capital improvement program for all Town and School buildings, parks and grounds, vehicle maintenance, cemetery, forestry and other areas within their responsibility.*

The Plant and Facilities Department provides scheduled and non-routine maintenance services to all Town and School buildings (over 1.35 million square feet), parks and grounds, cemetery, forestry and vehicle operations. Additionally, the Department is responsible for the following:

- Implementation of all major buildings and grounds capital projects including new building construction projects, landscape and field projects and driveway and parking areas.
- Town and School building and field rental functions.
- The Town's fuel depot.
- Spring Grove Cemetery operations.
- Compliance with environmental, health and safety regulations.
- Custodial services to all Town buildings.
- Town-owned traffic and streetlights.
- Trash pickup at Town and School buildings.
- Building security.
- Bald Hill leaf composting facility.

### **ADMINISTRATION**

The Department is managed by a Director who is supported by four Superintendents, an Administrative assistant, Construction Project Manager, Work Control Center Coordinator, two part-time Accounts Payable Clerks, Budget/Contracts Analyst, Facilities Services Supervisor and a diverse group of skilled and semi-skilled Maintenance Trades Persons, Vehicle Mechanics, Custodians, and grounds and tree Workers.

### **ADMINISTRATION ACCOMPLISHMENTS/HIGHLIGHTS**

- Coordinated the donation and construction of the new artificial turf field at Andover High School (\$660,000 gift).
- In October, received the State *Leading by Example Award* for Andover's Energy Conservation Program. The award also recognized Andover's Recycling Program.
- Major roof replacement work completed at Andover High School and Bancroft Elementary School.
- System-wide security system enhancements including:
  - ~ Access control & CCTV cameras at Memorial Hall Library and four schools;
  - ~ New, improved security offsite monitoring and
  - ~ CCTV cameras at Lovely Field & Bald Hill.
- Energy Conservation/Cost Avoidance:
  - ~ Six schools converted to natural gas (\$28,000 incentive received from Bay State



- Gas Company);
  - ~ Natural gas contract extended for two years at 8% below current price;
  - ~ Over \$100,000 in savings will be achieved for Fiscal Year 2008;
  - ~ Free NGRID Energy Engineering Survey completed at four buildings;
  - ~ Enrolled three buildings in the NGRID Load Response program and
  - ~ Awarded State Energy Grant to survey all Town and School buildings.
- Other Major Capital Projects completed include:
  - ~ Library windows/masonry repairs;
  - ~ Collins Center exterior stairs and stage floor;
  - ~ Structural repairs at Bancroft Elementary School;
  - ~ New boiler at West Elementary School;
  - ~ New unit ventilators at Doherty Middle School;
  - ~ Senior Center aerobics floor and exterior patio and
  - ~ Public Safety Center – Site drainage system repairs.
- New GIS Cemetery Software System implemented.
- Tree City USA designation for the eighth consecutive year by the *National Arbor Day Foundation*.
- Wood Park Study – Schematic design and cost estimates complete.

## **BUILDING MAINTENANCE AND MECHANICAL/ELECTRICAL DIVISIONS**

The Building Maintenance and Mechanical/Electrical Divisions are supervised by two Superintendents and provide all maintenance services including electrical, mechanical, plumbing, carpentry, painting and security to all Town and School buildings. The two Superintendents also function as Project Managers on a variety of Town/School capital improvement projects. Additionally, they provide mail delivery to all buildings, and maintain traffic signals and Town owned street light poles.

	<u>2005</u>	<u>2006</u>	<u>2007</u>
School Labor Hours	22,251	20,202	23,011
School – Total Labor & Material Cost	\$1,093,861	\$982,103	\$1,092,701
Town Labor Hours	7,470	6,010	9,358
Town – Total Labor & Material Costs	\$427,569	\$407,906	\$544,508

Capital Projects:      School – \$1,604,106    Town – \$594,470

## **ACCOMPLISHMENTS**

### **BANCROFT ELEMENTARY SCHOOL**

- Replaced & painted 1,800 SF of exterior siding.
- Completed asphalt repairs to playground.
- Major structural evaluation, soil testing & corrective work completed.
- Large domestic hot water heater replaced with new energy efficient unit.

- New handicap playground installed and handicap field access completed.
- Installed utility pole to support new fiber network.
- Repainted all exterior door frames.
- New carpeting installed in Teachers Room.
- Parking and road area striping.

#### DOHERTY MIDDLE SCHOOL

- Installed 49 new classroom unit ventilators with CO2 monitoring controls.
- New Access Security System installed at front and rear access doors.
- New Engineering Technology Lab (surplus equipment removed and area repainted).
- Replaced 4-ton HVAC unit serving Teachers Room.

#### HIGH PLAIN ELEMENTARY/WOOD HILL MIDDLE SCHOOLS

- Installed new classroom dividers at Wood Hill Middle School.
- New security Ai-Phone system installed at the two main entrances.
- New security system interface with lighting systems implemented (as part of the Energy Conservation Project).
- Completed new parking area for 50 cars, major concrete sidewalk repairs and roadway and parking improvements.
- Asphalt crack sealing completed.
- Installed new flashing yellow lights.
- Completed major warranty roof repairs and added gutter and down sprouts to both main entrances.

#### ANDOVER HIGH SCHOOL/COLLINS CENTER

- New Collins Center stage floor installed and exterior stairs constructed.
- New electrical feed for Lovely Field scoreboard installed to correct safety problem.
- Main field bleachers – inspections/repairs completed.
- Dunn Gym floor recoated.
- Air conditioning added to main Data room.
- New carpeting installed in Principal's Office.
- Miscellaneous painting work completed.
- Installed new Security Camera System at Lovely Field

#### SANBORN ELEMENTARY SCHOOL

- Security classroom locks installed.
- Striping completed in parking area.

#### SCHOOL ADMINISTRATION

- Painted Business Office.
- Replaced all water piping for 2nd and 3rd floor restrooms.

#### SHAWSHEEN ELEMENTARY SCHOOL

- On-going window replacements completed.
- Exterior masonry repairs completed.
- Relocated main office/new classroom (flooring, painting, cabinets, counters, HVAC, etc.).

### SOUTH ELEMENTARY

- New security classroom locks installed.
- Repainted interior doors and frames.
- Roof repairs completed.

### WEST ELEMENTARY SCHOOL

- Installed new pipe insulation in Boiler Room.
- Major structural corrective work completed.
- Refinished both Gym floors.
- Replaced one main boiler.
- Striping in parking lot completed.
- Replaced fire smoke door in 5<sup>th</sup> Grade area.
- Removed old abandoned cooling tower.
- Built new kitchen storeroom.
- Paving and readjustment of drainage structures.

### WEST MIDDLE SCHOOL

- Electrical upgrade – design portion completed.
- New security classroom locks installed.
- Window replacements bid awarded – in process – Winter 2008
- Installed railing on sidewalk – handicap ramp completed.
- Exterior painting in selected areas.
- Re-coated main Gym floor
- Installed new roof access door.
- Removed Science station in Room 104
- Roof repairs completed.

### ALL SCHOOLS

- Fire alarm system testing and maintenance completed.
- Security system monitoring testing and maintenance completed.
- Perimeter security system repairs completed at South School & AHS – 46 zones activated
- Fire Alarm System Testing and Maintenance completed.
- AHERA (bi-annual asbestos) inspection completed.

### TOWN PROJECTS

#### MEMORIAL HALL LIBRARY

- Andover Room HVAC system installed.
- Asbestos remediation/new tile – tile floor area in Book Drop area.
- Rebuilt curtain window wall and replaced seven windows.
- Major roof repairs completed.
- New security access control & CCTV system installed.
- Masonry repairs completed.
- New roof membrane installed over Children's Room.

#### PUBLIC SAFETY BUILDING

- Major engineering and corrective work completed to site drainage system.



- Installed replacement floor panels in Dispatch area.

#### SENIOR CENTER RENOVATIONS/PATIO

- New patio completed.
- New casework/shelf units installed.
- New wood floor installed in dining/exercise area.
- Installed radiant heating system under patio area (Four Seasons Room).  
Season Room)

#### TOWN OFFICES

- Replaced HVAC rooftop units – design completed.
- Replaced four sets of exterior stairs (includes School Administration Building)
- Flag pole painting completed.

#### WEST FIRE STATION

- Replaced boiler and HVAC controls.

#### TOWN YARD/TOWNWIDE

- Town Yard Study – provided support to new Task Force
- Bald Hill security improvements – new solar-powered CCTV camera on-line.
- Provided electrical power to Skate Park.
- Refinished park benches Town-wide – Youth Services Partnership.
- Town/School NGRID Energy Initiative – Four Town/School buildings surveyed
- Provided support to four newly purchased Town properties: 16 Pearson Street, 18 Pearson Street, 37-39 Pearson Street and 15 Blanchard Street.

#### TOWN HOUSE

- Completed exterior painting/re-glazing of lower level windows.

### PARKS AND GROUNDS, CEMETERY & FORESTRY DIVISIONS

The three Parks and Grounds Divisions (Parks and Grounds, Cemetery and Forestry) are independent and interdependent. They operate under the supervision of one Superintendent and share some equipment and work together on special projects. The three divisions perform many tasks seemingly unrelated to their principal horticultural maintenance duties, such as providing support to parades and other holiday events, litter control, trash removal, recycling, flagpole maintenance, fence/gate/backstop repairs, drainage connections, snow removal and building and repairing park benches and tables.

#### PARKS & GROUNDS STATISTICS

	<u>Schools</u>	<u>Town</u>	
Man Hours	7,874	19,587	
Labor & Materials	\$272,048	\$611,398	
Capital Projects	\$12,421	\$3,011	Total \$15,432

## **PARKS AND GROUNDS DIVISION**

This division maintains over 2.75 million square feet of ball fields and 1.4 million square feet of lawn areas. Ball fields and lawns are located on all School and Town building sites and other Town property including Recreation Park, Ballardvale Playground, Upper and Lower Shawsheen, the Bowling Green, Town-owned parks, playgrounds and designated islands, triangles and other parcels throughout the Town. Ball fields are prepared (groomed and lined) for all secondary school athletic events. Turf maintenance consists of mowing, aerating, watering, over-seeding, liming fertilizing and weed and insect control. This division also maintains small trees, shrubs and shrub beds on Town property and is responsible for snow removal at all Town buildings.

## **CEMETERY DIVISION**

Spring Grove Cemetery on Abbot Street is owned and operated by the Town, contains approximately sixty acres and is approximately 75% developed. During 2007, there were 48 full burials, 23 cremations and 48 gravesites sold for total revenue of \$57,195. Cemetery operations and maintenance includes burials, mowing, trimming, turf care, pruning of shrubs and small trees, leaf pickup, Town-wide snow removal and other tasks including grounds maintenance in Recreation Park and special projects at other Town facilities.

## **FORESTRY DIVISION**

The Forestry Division is responsible for the maintenance of all Town-owned trees. The majority of their time is spent pruning trees, clearing storm damage, flat clearing areas of undesirable vegetation and removing obstructions at intersections and curves for improved visibility. The Forestry Division also performs roadside mowing throughout the Town and maintains the Bald Hill compost site.

## **ACCOMPLISHMENTS**

- Doherty Middle School – Reconstructed baseball diamond – laser-leveled diamond area, installed irrigation system, installed sod on infield area and constructed new pitcher's mound.
- Doherty Middle School – loamed, seeded and hydro-seeded football field.
- South School – aerated and seeded all three field twice during growing season.
- Upper & Lower Shawsheen – aerated and seeded fields three times during growing season.
- Wood Hill and High Plain – aerated and seeded fields three times during growing season – loamed and seeded low spots on soccer fields.
- Bancroft Elementary School – constructed two handicap access points to playground areas in front field.
- Town and School playgrounds – installed playground safety mulch.
- West Elementary School and Lower Shawsheen field – removed old, obsolete playground equipment.
- Ballardvale Green – installed new historic granite fencing.
- Stone wall/fence damage repairs complete at Rte. 133/North Main Street

- Assisted PTO groups with landscape improvements and playground projects.
- Removed seven hazard trees on Cemetery property.
- Responded to 116 requests for tree work by Town residents.
- Responded to 14 emergency tree calls from Andover Police Department.
- Planted 14 new shade trees during the Spring.
- Bald Hill Recycling facility – 4,200 cubic yards of processed compost generated from grass clippings and leaves.
- Coordinated the installation of the holiday lighting on Main Street.
- Celebrated Arbor Day – planted Shademaster Locus tree at 15 Porter Road.
- Over 1,000 cubic yards of brush and stumps transported to Ledge Road Landfill site and ground into wood chips.
- In the Fall, the Forestry Division planted 16 of a total of 65 trees as part of the Augmented Clearance of Trees Program (ACT), a tree replenishment project funded by NGRID, replacing trees removed during the 2006 ACT Program.

## **VEHICLE MAINTENANCE DIVISION**

The Vehicle Maintenance Division is supervised by a Superintendent, who also is responsible for purchasing and materials management for all Plant and Facilities operating divisions. This division provides maintenance to all Town vehicles and major pieces of equipment including fire apparatus, police cruisers, DPW trucks and heavy equipment, Plant and Facilities trucks and heavy equipment, Town/School emergency generators and other support vehicles and coordinates the purchasing of all new Town vehicles.

### **ACCOMPLISHMENTS**

- Provided preventive maintenance and general repairs to 152 Town vehicles and major pieces of equipment, 18 School and Town buildings emergency generators and 56 smaller pieces of equipment.
- Completed 1,020 work orders totaling 4376 man hours, and \$347,522 in labor & materials.
- Provided administrative support to vehicle purchases for Town departments.
- Supported snow removal operations, maintaining equipment and installation and removal of DPW sander units.
- Maintained and repaired all fire apparatus as well as assisting with federally-mandated inspections of the ladder trucks hydraulic and pump systems.

### **VEHICLE MAINTENANCE STATISTICS**

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Gasoline	86,684	84,849	86,915
Diesel	<u>44,574</u>	<u>37,895</u>	<u>44,242</u>
Total Gallons	131,258	122,744	131,157



## FACILITIES SERVICES DIVISION

The Facilities Services Division is managed by a Supervisor who is supported by a part time Office Assistant. The Facilities Services Division is responsible for all Town custodial services, including support to the Library, Public Safety, Town House, and Town Offices. This division also schedules the use and rental of all School buildings, Town and School fields, and the Town House function hall to non-profit groups, private organizations, individuals, and Town and School activities. Note: the Field House, Dunn Gymnasium, and fields at Andover High School, are scheduled by the School Athletic Department.

## ACCOMPLISHMENTS

- Supported Town and School energy conservation initiatives.
- Achieved higher custodial efficiency and cost savings with improved equipment and cleaning products
- On-going custodial training on methods and procedures.
- Coordinated meetings with leaders of all private youth sports and Town officials to support field maintenance, scheduled programs and special projects.

## RENTAL ACTIVITY

In 2007, the rental numbers reflect the actual permits issued and entered into the accounting system. For every rental request received, a permit is issued and an invoice is generated.

## SCHOOLS

School rentals continued to fill the ten schools in Town. Growth was seen in Community Service Division, Youth Services, and School enrichment program uses. There continued to be a slight decline in School rental permits as a result of the energy conservation program, implemented in 2005. Five schools are available for gym rentals *only* after 6:00PM, and four schools accommodate mostly Town and School programs. Weekend use of schools is not permitted from the end of November until after April vacation.

## FIELDS

Town fields were rented to capacity each season in 2007. The High School, Department of Community Services, and Andover Youth Services programs continued to expand. All Youth and Adult Leagues were once again asked to maintain their programs at their current size, as there is not field space available for programs to grow and/or expand.

## RECREATION PARK

The Rental and care of Recreation Park was moved under Department of Community Services in May 2007.

## OLD TOWN HALL

The function hall at Old Town Hall is available for rental seven days a week. The Department of Community Services is the most frequent weekday user, and they also use the Hall for various evening dances. Andover Youth Services regularly schedules concerts, dances, and other events at the Town House. The Andover Senior Center also hosts social events at the Town House each year.

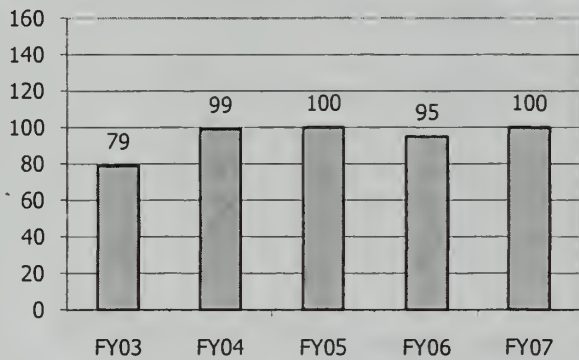
## FACILITIES SERVICES STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Schools	581	485	592
Town Buildings	103	95	100
Fields	<u>134</u>	<u>132</u>	<u>85</u> *
Total Permits Issued	818	712	777

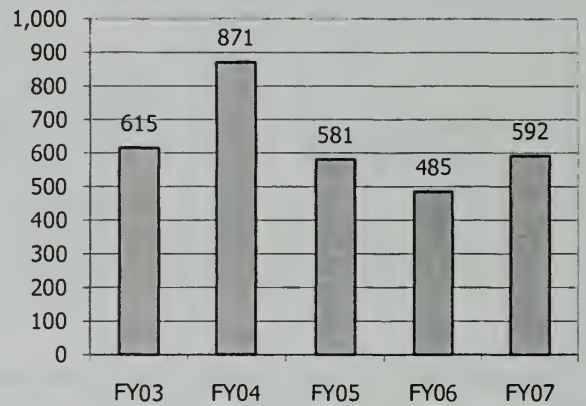
\* Decrease in field permits due to Recreation Park moving under Department of Community Services.

## PLANT AND FACILITIES STATISTICS

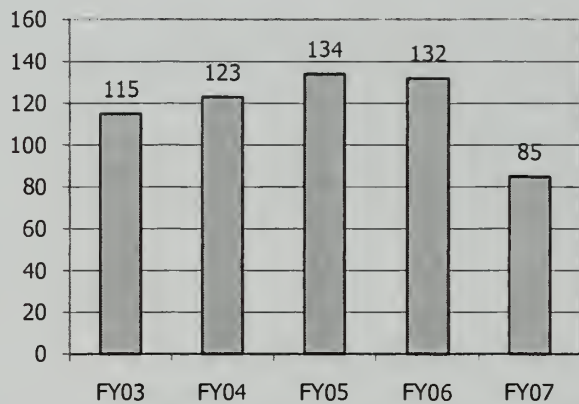
**TOWN BUILDING  
RENTAL PERMITS**  
(Includes Town Hall & Sr. Ctr.)



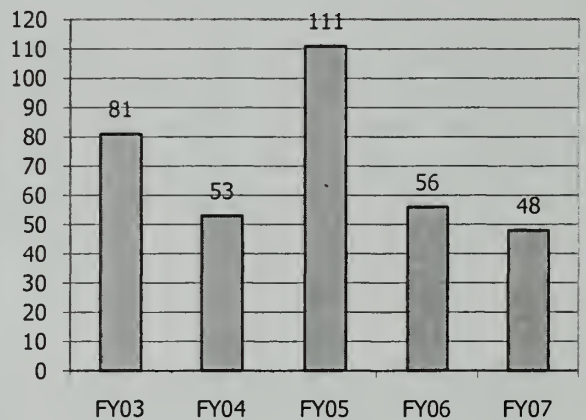
**SCHOOL BUILDING  
RENTAL PERMITS**



**FIELD RENTAL PERMITS**  
(Includes Rec Park)



**SALE OF GRAVE SITES**





## COMMUNITY DEVELOPMENT & PLANNING

### BUILDING DIVISION

*The mission of the Building Division is to ensure the health, safety and welfare of the Town's residents and visitors, as well as to protect the value of the historic district and historic structures in the Town through the enforcement of State and local laws, by-laws and regulations.*

The Building Division is charged with the enforcement of The Commonwealth of Massachusetts Building Code, 780 CMR, Architectural Access Board Rules and Regulations, 521 CMR, The Zoning Act, Chapter 40A of the Massachusetts General Laws, the Andover Zoning Bylaw, Article VIII, Section 33, Demolition of Historically Significant Buildings, Section 36, BallardVale Historic District Bylaw and Section 37, Chimneys, of Article XII of the Town of Andover Code of Bylaws, as well as other applicable Town and State laws and regulations. The Building Division reviews all documentation (plans and specifications) submitted with applications for permits and issues all permits required for construction and other applicable activities for which permits are required by law. The Division performs all required site inspections as well as Code mandated safety inspections. The Building Division responds to customer inquiries, complaints and emergencies. Finally, the Building Division assists other Divisions of the Department of Community Development and Planning, as needed, in their permit processing and enforcement and attends, when necessary, Zoning Board of Appeals, Planning Board and other Commission meetings.

### BUILDING DIVISION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
New Dwellings	46	22	21
Additions/Alternations to Single Family Dwellings	880	948	832
New Multi-family Dwellings	6	6	8
Additions/Alterations to Multi-Family Dwellings	38	56	3
New Commercial & Industrial Buildings	4	4	
Additions/Alternations to Commercial & Industrial Buildings	120	167	130
Schools/Public Buildings	---	9	7
Swimming Pools	28	37	32
Signs, Chimneys, Woodburning Stoves & Raze Permits	102	107	77
Certificates of Inspection	33	31	45
Zoning Verification	---	82	99
Fees Collected	\$1,182,640	\$1,286,960	\$1,115,029
Total Estimated Value	\$108,649,645	\$160,987,024	\$83,422,069

## **ELECTRICAL**

The purpose of the Massachusetts Electrical Code is safeguarding the general public and property from the hazards arising from the use of electricity. The Electrical Inspector is responsible for reviewing and granting permits and scheduling inspections on a daily basis for residential, commercial and industrial jobs, assisting the Police and Fire Departments in the investigation of accidents and fires. Electrical work includes, but is not limited to, wiring for lighting, power, fire alarms, security alarms, telephone and other similar devices, installation of equipment for emergency power, generators, transformers, switch gear equipment, panel boards and similar equipment. The Electrical Inspector also reviews violations of the Electrical Code and inspects the corrective work for protection of the users and cooperates with the various electric companies that service the area.

### **ELECTRICAL STATISTICS**

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Electrical Permits	1245	1235	1120
Fees Collected	\$228,452	\$158,026	\$115,282

## **PLUMBING AND GAS FITTING**

All plumbing and gas fitting installations are controlled through enforcement of the Commonwealth of Massachusetts State Uniform Plumbing and Gas Code, formulated by the Board of State Examiners of Plumbers and Gas Fitters under Massachusetts General Laws, Chapter 142.

The Plumbing and Gas Inspector issues permits for the installation of gas piping, plumbing and sewer installations and repairs. Inspections are conducted as necessary to ensure compliance with State Codes. Complaints and violations are also investigated and corrected or reported to the proper authorities.

### **PLUMBING AND GAS STATISTICS**

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Plumbing Permits	851	821	655
Plumbing Fees Collected	\$71,317	\$50,943	\$42,992
Gas Permits	685	702	577
Gas Fees Collected	\$38,581	\$34,240	\$32,230
Seals	5	8	6
Seal Fees Collected	\$260	\$1,425	655

## **CONSERVATION DIVISION**

*The mission of the Conservation Commission is to protect Andover's natural resources and to act as trustees in perpetuity of the Town's conservation land.*

The Conservation Commission administers the Massachusetts Wetlands Protection Act and the Andover Wetlands Protection Bylaw. Additionally, the Commission acquires and manages conservation land for passive recreation, wildlife and watershed protection purposes. Over 2,000 acres of land are under the control and custody of the Commission.

The Conservation Division had a great year for land improvement of its 2000+ acres of conservation land. Volunteers cleared new trails and re-opened old trails on the Bald Hill and Wood Hill Reservations. Throughout the year, the Division sought to partner with other organizations on common projects. The Fosters Pond Association, Andover Youth Services (AYS) and Volunteers from Phillips Academy all worked to clear the remains of a dilapidated house from the rocky high point of Foster's Island. A high school group capped their clean-up effort with an overnight camping trip and filmed several episodes of a mock reality TV show, "Survivor: Foster's Island".

During the year, the Commission partnered with local Boys Scouts on their Eagle projects. One scout selected sites with scenic vistas of Haggetts Pond and installed several permanent benches to be used by the areas hikers, picnickers and dog walkers. Another created a canoe friendly camping/picnic area at the 18-acre former Reichhold site along the Shawsheen River. The property has shaded areas for tenting, log benches, and a special fire ring. In a joint river trip with AVIS, the Shawsheen River Association, the Andover Historical Society and AYS, the Commission provided the community with a free trip down the Shawsheen River. Over fifty people attended and enjoyed a beautiful Fall day with a hike on the Sanborn Reservation, a campfire at the new picnic site and a lecture on the history of the river.

The Commission hosted a Spring Hike that explored a portion of the Bay Circuit Trail which encircles metropolitan Boston. The Summer hike had over 40 hikers and followed a circular trail through the Bald Hill and Wood Hill reservation, as well as portions of the adjoining lands. With the help of volunteers from the neighborhood and the Free Christian Church, a new trail and bridge were installed in Hearthstone Circle.

In 2007, the Commission bid farewell to Vice Chairman Phil Sutherland after many years of volunteer service. Phil now serves with former Selectman John Hess and citizen Michael Gillis as a member of the Commission's Back Yard Project review board. Alan French was appointed as a Commissioner and brings a vast knowledge of trails including being the local representative of the Bay Circuit Alliance. The Commission also appointed Robert H. Decelle as Special Project Manager. He has been a key member of the Conservation Team and has done an outstanding job working with our volunteers. The Commission appointed Howard Kassler as the Commission's liaison



and new Vice Chairman under Chairman Donald Cooper. This position serves to work directly with Conservation staff and the applicant for difficult sites.

The Commission instituted a program of “applicant driven filings” which serves to reduce the number of meetings an applicant will need to attend, and make the Commission’s meetings more effective. The Commission has updated the Town website to include more information and documents. New innovative methods of filing management have been enacted to make it easier to file and to shorten meetings and accelerate application time-lines. The Commission has widened its use of peer reviewers for specific projects. These reviews provide for third-party professional scrutiny of a project without any cost to the taxpayers.

The 2007 Annual Town Meeting granted the Commission a new parcel of land nicknamed the “chipped tooth” on River Street. The Commission also negotiated major conservation restrictions for the Lincoln Woods site and the Historic Woods estate.

In the coming year, the Commission will host a Conservation Overseers meeting for its network of trail volunteers as well as host an Ecological Meeting for the many municipal and environmental groups that are interested in assuring that the proposed I-93 corridor project provides protection to the Town’s river ways and conservation interests. The Commission also looks forward to improving the passive recreation interests of the conservation land on the former Reichhold site and other Town reservations.

#### CONSERVATION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Conservation Commission Meetings	24	24	23
Public Hearings & Public Meetings	189	232	195
Abbreviated Notices of Resource Area Delineation	6	4	4
Orders of Conditions Issued	32	29	43
Amended Orders of Conditions Issued	9	4	5
Certificates of Compliance Issued	12	25	24
Determinations of Applicability Issued	81	71	79
Extension Permits	7	10	11
Notification of Satisfactory Completion of Work	32	40	24
Findings of Significance Issued	28	19	13
Enforcement Orders Issued	15	11	8
Emergency Certifications	8	8	8
Acres of Conservation Land Acquired	0	51	0.5
Wetland Filing Fees Collected	\$41,170	\$43,305	\$33,920.50
Ticket Fines Collected	\$9,200	\$1,500	\$1,600.00



## **HEALTH DIVISION**

*The mission of the Andover Board of Health is to promote and protect the public health including the physical, mental, emotional and social wellness of all the people.*

The Health Division is responsible for ensuring the protection of the public and environmental health. The Sanitarians supervise the inspection and public health education programs in matters dealing with the State Sanitary Code and the State Environmental Code, including complaint investigation, wastewater disposal, food safety, swimming pool operations, recreational camp programs, and many other services. The Public Health Nurse is primarily responsible for all medical clinical administrative matters, including communicable disease investigations, vaccination programs, and health promotion programs. The Director of Public Health serves as staff supervisor, ensuring that public health programs are offered in a coordinated manner, and is the liaison to various boards. The Director designs, programs, and implements policies as proposed by the Andover Board of Health to meet the health needs of the community. The Board of Health consists of three volunteer members appointed by the Town Manager for staggered three-year terms.

Issues of note from 2007 include:

- The Public Health Nurses developed a Shingles Vaccination Program through a generous grant from the Andover Home for Aged Persons. This program, one of the first in the Commonwealth, has served 200 residents over the age of 60, and has been held out as an example to area communities.
- The Board of Health has entered into Mutual Aid Agreements with eight other communities to provide and receive emergency assistance when needed. These agreements are among the first in the Commonwealth.
- Following management issues with a Medical Reserve Corps (MRC) that we were previously associated with, the town affiliated itself with a new one called the Greater River Valley MRC.
- Staff has been trained in Incident Command in accordance with federal requirements for all first responders to emergencies.
- West Nile Virus again appeared in Andover, with two birds testing positive for the illness in August. These positive results led to increased surveillance of mosquitoes, although no positive ones were found.
- The Fish Brook Watershed Advisory Committee has worked to review various environmental threats to see how they affect the water quality within the watershed.
- Efforts have been coordinated with other divisions and departments to develop a Continuity of Operations Plan for the Town, as well as a Hazard Mitigation Plan.

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Board of Health Meetings	14	12	11
Plan Reviews	222	180	248
Food Inspections	153	197	328
Environmental Inspections	471	442	386
Complaints Received	--	51	88
Administrative Hearings	10	6	9
Total Permits Issued*	1877	2053	1603
Fees Collected*	\$137,105	\$172,639.71	\$142,950.33

\* In looking at these numbers, it should be noted that starting in 2006, operating permits that expired on December 31<sup>st</sup> were renewed for the following year in December of that year. This means that many establishments paid for and processed operating permits for two operational periods in one calendar year.

#### HEALTH CLINIC STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Outreach Clinics	21	21	21
Attendance	233	245	197
Senior Center Clinics	51	52	49
Attendance	568	696	638
Office Visits	244	284	209
Home Visits	31	50	22
Recreational Camps for Children/Clinical Inspection	20	27	27
Influenza Immunization	1668	1849	1774
Pneumonia Immunization	30	33	19
Cholesterol Screening Clinics	12	9	11
Attendance	92	69	85
Mantoux Tuberculin testing	12	28	1
Positive Reactor Follow Up	7	9	8
T.B. Clinic Case History, Appts. & Follow-Up	15	58	49
Latent T.B. Infection Reports	19	27	21
Other Clinic Programs (Public Health Week, FAST Stroke Prevention Program, LifeLine Screening, Flu & You)	212	201	250
Zostavax (Shingles) Vaccine Clinics	--	--	145

#### MENINGOCOCCAL VACCINE IMMUNIZATION CLINICS

Summer Clinics	54	51	0
Office Clinics and Appointments	6	5	11

## COMMUNICABLE DISEASES

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Animal Bites	25	35	26
Brucellosis	--	1	0
Chicken Pox	11	14	20
Campylobacter	7	8	7
Cryptosporidiosis	2	2	2
Dengue Fever	--	1	0
E.coli 0157.H7	0	0	0
Ehrlichiosis	1	0	0
Giardia	4	2	0
Hepatitis A	2	0	0
Hepatitis B	7	9	7
Hepatitis C	4	1	6
Influenza A	0	0	0
Legionellosis	0	0	1
Lyme Disease (Confirmed)	41	54	8
Lyme Disease (Suspect)	--	--	55*
Meningitis (Bacterial)	1	0	0
Meningitis (Viral)	3	0	0
Pertussis	4	4	3
Salmonella	5	4	5
Strep Pneumonia	2	5	0
Group A Strep	0	1	0
Group B Strep	0	1	0
Tuberculosis (Active)	1	2	1
Tuberculosis (Suspect)	--	3	0
Yersinia Enterocolitica	0	0	0
Suspect Disease Requiring Follow-Up	10	22	17

\* Suspect due to change in State reporting requirements

## HEALTHY COMMUNITIES TOBACCO CONTROL PROGRAM

The Healthy Communities Tobacco Program, a State-funded entity, is a collaborative made up of Boards of Health from twelve communities which is charged with the responsibility of enforcing Andover's bylaws that prohibit the sale of tobacco products to minors. This organization is also responsible for enforcing the Statewide ban of smoking in enclosed public places (including restaurants and bars) that went into effect in July of 2004. Healthy Communities serves as the Andover Board of Health's agent on all tobacco control issues. With Andover as the lead agency, the collaborative includes Haverhill, Lynnfield, Newburyport, Dracut, Methuen, Middleton, North Andover, North Reading, Reading, Stoneham and Topsfield.



In an effort to curb tobacco sales to youth, Healthy Communities conducts quarterly compliance checks to make certain local establishments adhere to laws prohibiting sales of tobacco to minors. In calendar year 2007, seven sales were made during four compliance checks, with one establishment facing a license suspension for a second offense.

## GREATER LAWRENCE BIOTERRORISM PREPAREDNESS COALITION

The Greater Lawrence Public Health Coalition is comprised of seven community health departments including Andover, North Andover, Lawrence, Methuen, North Reading, Reading and Lynnfield working together to improve both regional and community capability to respond to public health emergencies. The Town of Andover serves as the fiscal agent for the Coalition.

Coalition activities are funded by the Centers for Disease Control (CDC) Cooperative Agreement on Public Health Preparedness and Response for Bioterrorism through a grant awarded by the Massachusetts Department of Public Health. The Coalition has established Mutual Aid Agreements with each other (one of the first in Massachusetts to do so) to allow better working relationships within the group. Andover has also entered into agreements with Wilmington and Tewksbury. Representatives have also been working with Holy Family and Lawrence General Hospitals in planning for pandemic flu matters. The Coalition has worked to address regional public health issues, including responding to last summer's EEE scare and influenza awareness and preparedness.

## PLANNING DIVISION

*The mission of the Planning Division is to ensure the orderly growth and development of the Town through sound planning practices and through the implementation of the recommendations of the Master Plan.*

Throughout 2007, the Planning Division continued its efforts toward downtown improvements. The Massachusetts Highway Department contracted with Newport Construction to reconstruct the downtown beginning in January 2008. Construction is anticipated to take two years to complete. Once the project is complete, the downtown from Stevens Street to Wheeler Street will have improved drainage, new signalization, better handicap accessibility and new streetscape furniture and lighting. It will be a great place to shop, walk and congregate.

Looking to build off of the momentum and excitement that has been generated by the Main Street Project, the Planning Division has assembled a collaboration of local businesses, area stakeholders, residents and various Town departments to begin the process of developing a master vision plan for Shawsheen Village. The Shawsheen Renaissance Working Group has developed a preliminary "Vision Plan" for the Shawsheen Village area. In the coming years, the Planning Division will explore funding opportunities to assist with implementation. Please feel free to visit <http://beautifulshawsheen.com> for further information pertaining to this project.

During 2007, Andover's affordable housing dropped below the 10% threshold. However, as



fifty five (55) affordable units at Riverview Commons expired, that means they were taken off the Andover Subsidized Housing Inventory. The Andover Housing Partnership Committee worked tirelessly to ensure that these units remained affordable, however in the end there was not much they could do.

The Board of Trustees for the Affordable Housing Trust Fund funded approximately \$120,000 in grant money that was received from the Northshore HOME Consortium. Nine affordable units were created in Andover.

The Planning Division works closely with the newly formed Design Review Board implementing design criteria for new and major construction projects in the General Business and Mixed Use Districts.

During the year division staff worked on open space preservation and wrestled with numerous subdivision and site plan proposals to achieve the best possible development on the Town's diminishing vacant lands. The staff and the Planning Board began encouraging Low Impact Development techniques for all new development proposals to enhance compatibility with existing neighborhoods, and mitigate environmental impacts to the greatest extent possible.

Throughout 2007, the Planning Division has played a pivotal role in helping facilitate *The Junction/Route 93 Development Area* which represents one of the largest concentrations of employment in Northeastern Massachusetts. Achieving a Lowell Junction Interchange has the potential of opening up hundreds of acres of currently landlocked and grossly underutilized industrial land as well as allowing for expansion of existing industries in the area that are constrained by poor access to the interstate. In working in collaboration with various town staff and community leaders from Andover, Tewksbury and Wilmington, the Planning Division has successfully helped develop a consensus "Mixed-uses Centers" land use vision for the development area. In anticipation of a new "Lowell Junction" interchange becoming a reality, the Planning Division had applied for and was successfully awarded \$1.2 million dollars in MORE Grant funding from the Executive Office of Economic Development to assist with the engineering, design and construction of supporting infrastructure. For further information relating to the I-93 Junction Development Area, please feel free to visit <http://andoverma.gov/planning/i93/>.

Stemming from a successful amendment at the 2007 Annual Town Meeting and the Planning Board's desire to encourage expansion of the central business district consistent in a manner with the Commonwealth's Sustainable Development Principles, a Town Yard Task Force was created. The charge of the task force is to evaluate the feasibility of the reuse of the Town Yard property and to consider private alternatives for relocation of the existing Town Yard facility. To date, the Town Yard Task Force has completed their initial evaluation of existing Town- owned properties and is presently evaluating responses from a Request for Information from private stakeholders. Preliminary visioning of the potential reuse of the existing Town Yard is well on the way with the consultant firm of Paul Finger Associates assisting the task force.

## PLANNING DIVISION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Planning Board Meetings	21	20	20
Public Hearings Held	105	108	108
Definitive Subdivision Plans	4	6	3
Preliminary Subdivision Plans	1	1	1
ANR Plans	27	28	22
Site Plan Reviews	7	5	3
Special Permits Issued	6	17	17
Lot Releases and Clearance Certificates	27	28	9
Warrant Articles Reported	18	13	19
Subdivision Guarantees	\$278,275	\$288,820	\$92,700
Street Acceptances	6	1	2
Revenues Generated	\$31,728	\$28,127	\$31,078

## ZONING BOARD OF APPEALS

The Andover Zoning Board of Appeals is authorized to function under the General Laws of the Commonwealth of Massachusetts, Chapter 40A, applicable sections of Chapter 40B and the Town's Zoning Bylaw. The Board meets on the first Thursday of each month in Memorial Hall at the Memorial Library, Elm Square. The Board of Selectmen appoints five regular members and four associate members. The public hearings by the Board are the result of applications in the following areas:

- A Variance from the requirements of the Zoning Bylaw;
- A Special Permit under the Zoning Bylaw;
- A person aggrieved by the decision of the Inspector of Buildings or other Administrative official;
- A modification or an extension of a decision; or
- Permission to construct low or moderate-income housing within the Town of Andover (Comprehensive Permit, M.G.L. Chapter 40B).

Prior to the hearings, applications are reviewed and pertinent plans and sketches are requested, legal advertisements are published and abutters are notified as required by law. The Chairman, in conformity with the Board of Appeals Rules and Regulations, conducts public hearings. Following the hearings, the members of the Board, when deemed necessary, view each property in question and hold a deliberation meeting thereafter. Based on the evidence presented at the hearing, and the applicable laws, a decision is rendered, signed and filed with the Town Clerk and recorded at the Registry of Deeds upon completion of the statutory appeal period.

## ZONING DIVISION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Hearings Held*	14	14	14
Deliberation Meetings Held**	12	7	6
Petitions Filed***	119	73	79****
Petitions Granted	107	55	58
Petitions Denied/Moot	16	13	13
Petitions Withdrawn	5	7	5
Fees Collected	\$41,435	\$26,445	\$31,385

\* These meetings often include both public hearings and deliberations.

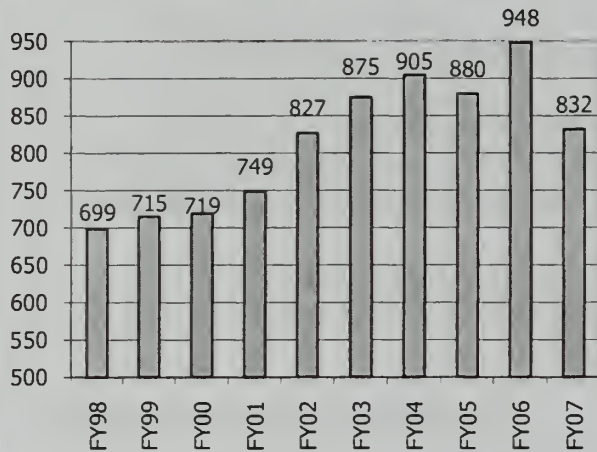
\*\* Deliberations are often held immediately after a public hearing and, therefore, a Saturday deliberation meeting is not needed if no site views or deliberations are pending or continued to a later date.

\*\*\* Some petitions contain multiple requests, pay only one fee and are counted once.

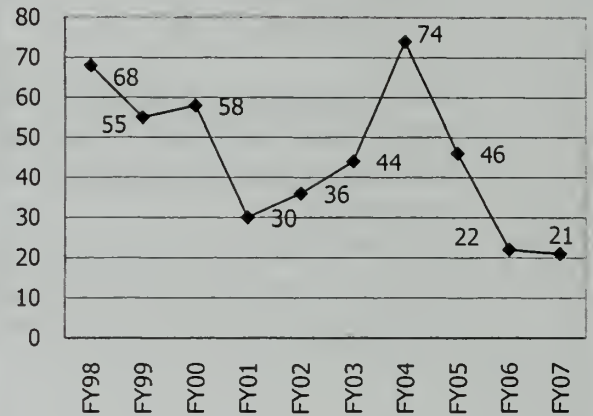
\*\*\*\* 79 petitions were filed and heard in 2007 – 1 was filed in 2006 but heard in 2007. Five cases were filed in 2007 but heard/deliberated in 2007.

# BUILDING STATISTICS

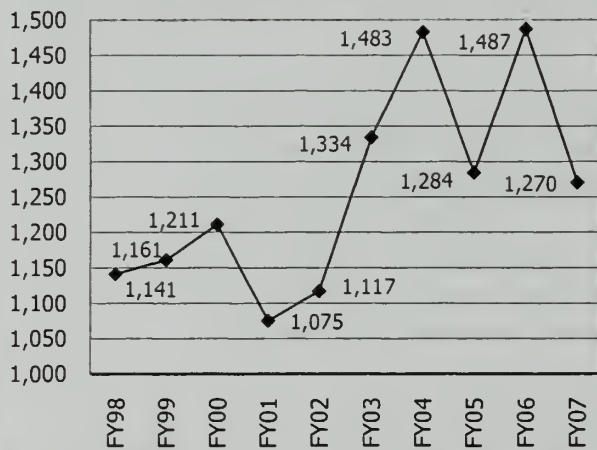
## SINGLE FAMILY ADDITIONS & ALTERATIONS



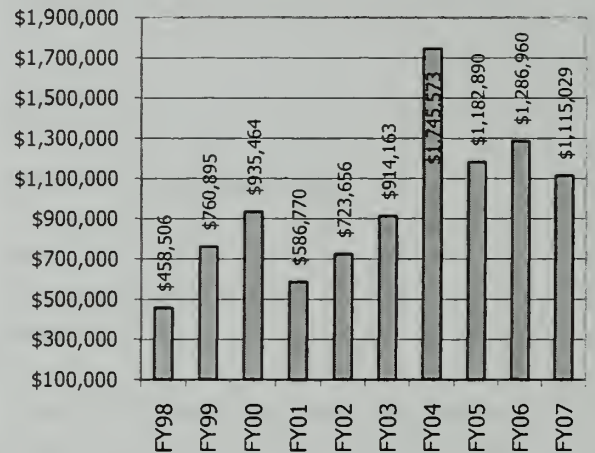
## SINGLE FAMILY NEW DWELLINGS



## BUILDING PERMITS



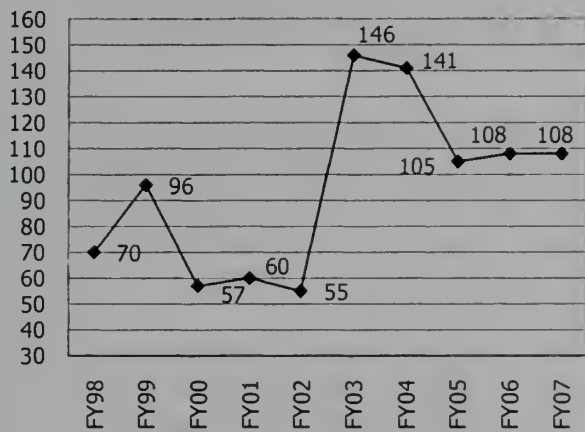
## PERMIT FEE REVENUE



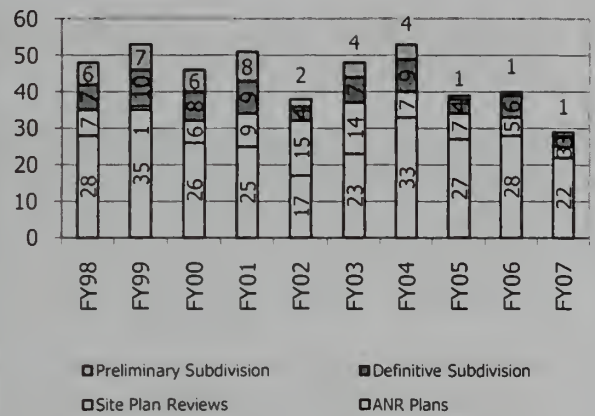


## PLANNING AND PUBLIC HEALTH STATISTICS

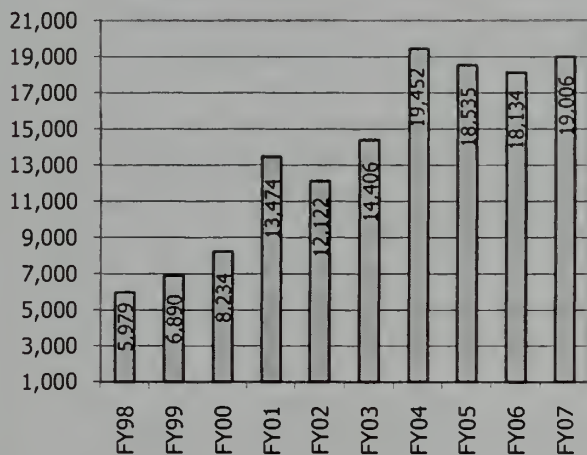
**PLANNING BOARD  
PUBLIC HEARINGS**



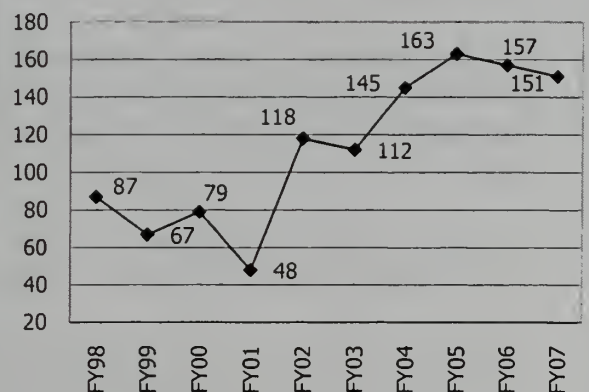
**PLANNING DIVISION  
PLAN REVIEWS**



**VACCINE DISTRIBUTION**



**PUBLIC HEALTH  
COMMUNICABLE DISEASE  
SURVEILLANCE**



## MEMORIAL HALL LIBRARY

*Memorial Hall Library is the informational, educational and cultural heart of the Andover community. The library is the place of first resort for traditional and innovative library materials, services and programs. It also serves as a community platform for information-based technological innovation. The library continually strives to maintain a standard of exceptional service that contributes to a higher quality of life for all members of the community at every stage of their lives.*

Highlights in 2007 include:

- Children's Room – Secured the *Mother Goose on the Loose* grant for \$7,500 to enhance early childhood literacy programs for babies, young children and their caregivers.
- Teen Room – Despite staff limitations, the Library has continued to expand the variety of programs offered, as well as providing library materials suitable for teens, computers for homework and professional support appropriate for this age group. Standout programs included a *Survivor LockIn* for middle schoolers, the Summer *Volunteens* program, the MHL Shakespeare Troupe performing *Twelfth Night* and Andover's *Got Talent*.
- Information Technology (IT) Department – Replaced 19 PCs in the Reference/Information Services area to increase and improve electronic services for library users. Worked with funding from the Friends of the Library to purchase the hardware and software necessary to install a "Pay for Print" system. This has improved service and resulted in significant revenue that the Friends allocate to support library programs.
- Circulation/Customer Services Department – Improved the display of DVDs with new shelving while dropping the fees and fines for borrowing videotapes. Added a streaming video display at the Circulation Desk and configured new Reserve slips to save staff time.
- The Reference/Information Services Department – Undertook a marketing campaign of brochures, magnets and talks to local organizations about MassAnswers. Three thousand six hundred thirty-six questions were answered by this 24/7 chat service. This is just one of the many ways that over 60,000 questions a year were answered by MHL staff.
- Technical Services Department – Added Playaway audiobooks to the collection and started the cost-effective process of getting most hardbound books pre-processed.
- Collection Department – Working with the Reference and shelving staff, the Assistant Director completed a major evaluation of the 700s, 800s, 900s and Biographies, resulting in the "weeding" of items in poor condition and/or no longer in demand. Replacements were bought for items in poor condition but still in demand.
- Interlibrary Loan Department – Developed cost effective ways of handling the 100,000 items sent to and received from other libraries as part of the online reservation option that is wildly popular with library users.

- Community Services Department – Over 5,600 people attended 121 programs. The library's month-long series on fishing attracted the most attendees. Concerts and other programs on crafts, genealogy, art, health, home improvement, self-improvement and gardening also drew large numbers. In addition, the library launched an on-line book discussion group called *Book Talk*.
- The Friends of the Library – Completed another banner year raising over \$30,000 to support library programs through three book sales, the *Jazz at the Hall* concert, memberships and a silhouette artist. Over 700 volunteers contributed over 7,000 hours at the library.
- The Trustees of Memorial Hall Library – Continue to provide the oversight and planning that makes MHL such a thriving library.

As in years past, the Director would like to conclude this report by thanking the Trustees, Friends, Staff, and everyone in Andover who uses the library. Memorial Hall Library is truly at the heart of the Andover community.

## MEMORIAL HALL LIBRARY STATISTICS

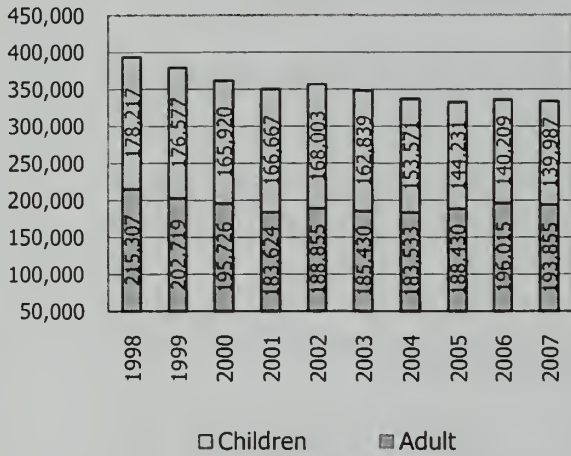
<b>CIRCULATION</b>	<b>2005</b>	<b>2006</b>	<b>2007</b>
Adult Print Circulation	188,430	196,015	193,855
Children's Print Circulation	144,231	140,209	139,987
Adult non-print	125,505	129,008	125,052
Children non-print	36,775	32,879	32,679
Adult Network transfers	49,037	58,486	53,388
Children's Network transfers	5,559	7,165	6,578
Total Adult Circulation	362,972	383,509	372,295
Total Children's Circulation	186,565	180,253	179,244
<b>Total Circulation</b>	<b>549,537</b>	<b>563,762</b>	<b>551,539</b>

<b>OTHER STATISTICS</b>			
Reference Questions	59,618	61,919	62,426
Electronic Database Use	24,461	25,587	27,837
PC and Internet Sessions	52,948	54,454	52,508
Programs	414	497	580
Program Attendance	14,551	16,110	14,356
Meeting Room Use	678	663	671
Reserves Placed	76,028	85,329	83,741
Loan Requests on Pull Lists	72,834	74,728	61,328
Loan Requests Filled from Pull Lists	45,041	50,512	53,498
Volunteer Hours	8,621	8,917	7,250
Visitors to Library	414,765	426,248	418,899
<b>Total Other Statistics</b>	<b>769,959</b>	<b>804,964</b>	<b>783,094</b>

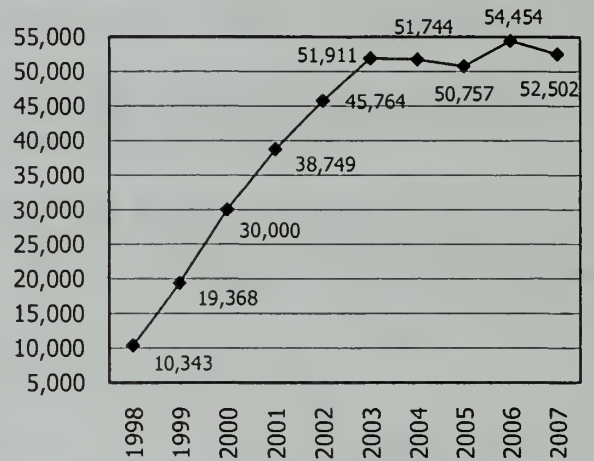


# LIBRARY STATISTICS

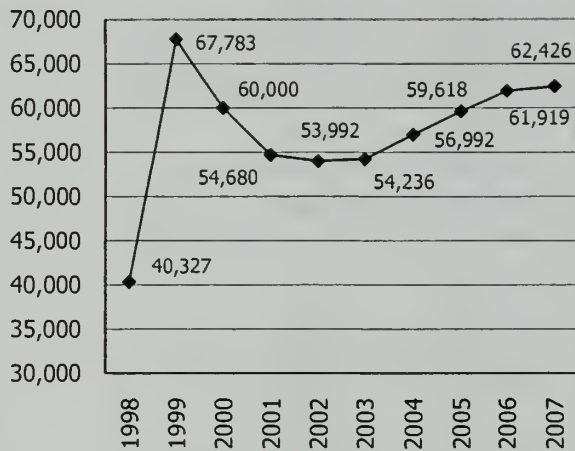
## BOOKS & PERIODICALS



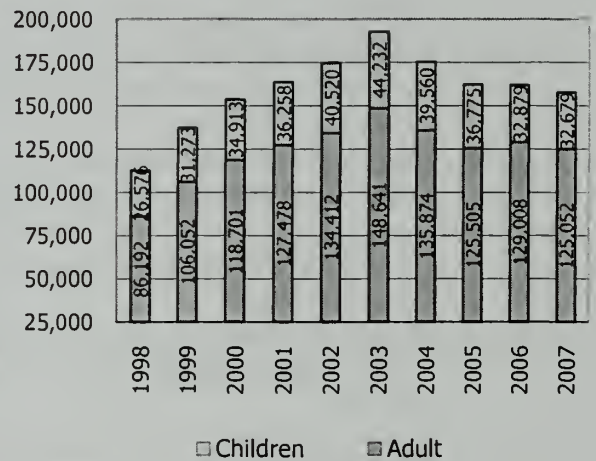
## PC & INTERNET USE



## REFERENCE QUESTIONS



## NON-PRINT CIRCULATION





## **DEPARTMENT OF PUBLIC WORKS**

*The mission of the Department of Public Works is to continuously improve our quality of life by providing the finest potable water, state-of-the-art disposal of our wastes (liquid and solid) and provide safe travel on our road network.*

### **ENGINEERING DIVISION**

The Engineering Division prepared construction plans, cost estimates, bid specifications, performed field layouts, and construction supervision on projects such as: new sidewalk construction on North Main Street; and installation of the new School Zone Warning signals on High Plain Road and Cross Street at the Wood Hill/High Plain Schools. Various duties also associated included utility markouts, inspections and resolving complaints.

The division also performed field surveys and designs for upcoming 2008 construction projects such as: sanitary sewer rehabilitations on Balmoral Street, York Street, Carisbrook Street, Argyle Street, Arundel Street and Fleming Avenue; sidewalk reconstruction on North Main Street near Wood Park; and sewer construction on Kirkland Drive and a portion of Osgood Street near Dascomb Road.

The Engineering staff assisted and coordinated with consultants, state engineers and residents and businesses on the design of the Main Street Reconstruction project.

Assistance was provided to the Highway Division in the planning and estimating of the resurfacing of 28 town streets this year. Staff also provided assistance and support to the Highway and Water/Sewer divisions during various drainage repairs, sidewalk repairs and water or sewer emergency excavations.

Implementation activities to comply with new EPA Phase II Stormwater Management regulations were performed. A total of 309 storm drain outlets were field located and inspected in Moderate-High priority sub-watershed areas such as the River Road, Bakers Meadow, South Main Street, Osgood Street and Haverhill Street watershed areas; data was also added to the GIS system to create a town wide drainage map and illicit discharge investigation as part of the requirements. Activity reports from various town departments working on the program were documented and then utilized for preparation of the annual Stormwater Management report submitted to EPA in April. Staff also worked with the consultant and Planning, Health, Building and Conservation staff to develop the proposed Stormwater Management Bylaw and regulations.

Work was also performed on further development of the Towns GIS system: update software, checkplots and database design; continue development of the drainage, water and sewer utility layers; updating the parcel maps for the Town Assessor and print the necessary copies for other town departments.

Preliminary and Definitive Subdivision Plans and Site Plans were reviewed for the Planning Board; checked for design conformance, traffic safety, layout and adequacy of proposed roads and utilities. Road and utility construction in new subdivisions and site

developments such as Cailleigh Court, Leah Way, Newport Circle, Andover Country Club and numerous other sites were inspected and tested to insure compliance with Town construction standards. Performance Bond amounts were also calculated as requested by the Planning Board.

Street opening permits for the installation and repair of various underground utilities by Bay State Gas Company, Verizon, National Grid, Comcast and other private contractors, were issued and the necessary utility markouts and inspections were performed. This year included the work by Verizon to install underground conduits for their FIOS system on 126 various streets as well as a new gas main by Bay State Gas on Lovejoy Road.

The Engineering Division also provided and maintained records of various utilities, street excavations, residential and industrial site development, street layouts and road maintenance.

### ENGINEERING DIVISION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Storm Drain Design & Construction (ft.)	595	746	- 0 -
Sewer Main Design & Construction (ft.)	21,976	1,124	- 0 -
Sidewalk Design & Construction (ft.)	1,220	16,619	- 0 -
Water Main Design & Construction (ft.)	- 0 -	- 0 -	- 0 -
Streets Resurfaced (miles)	4.5	4.1	6.8
Street Opening Permit Issued & Inspected	203	209	327
Sewer Connections Reviewed for Board of Health	242	170	125
Assessor Maps Updated	59	55	27
Subdivision/Site Plans reviewed (plans/lots)	12/58	17/40	17/35
Performance Bonds figured for Planning Board	12	14	6
Drainage outfalls located, mapped & inspected	97	139	309
Subdivision Construction Inspection/Tests:			
Water Mains (ft.)	13,249	8,080	3,489
Sewer Mains (ft.)	7,829	5,904	1,560
Drain Lines (ft.)	3,234	2,862	2,998
Sidewalks (ft.)	1,389	1,426	7,730
Roads Paved: Binder Coarse (ft.)	7,524	5,785	3,001
Top Coarse (ft.)	2,328	2,113	5,272
Streets reviewed for Town acceptance	7	5	2
GIS Data Requests completed			18
GIS Map Requests completed			20
GIS Data layers maintained/edited			19

### HIGHWAY DIVISION

The Highway Division is responsible for road maintenance, including rebuilding and resurfacing of approximately 200 miles of existing roads. During the fall, spring and summer months, two sweepers are continuously kept busy cleaning winter sand off all streets and cleaning road construction areas. A few days per week the sweepers start work at 5 a.m. to take

advantage of low traffic and parking conditions especially in business areas. The Highway Division is responsible for the maintenance of the Town's sidewalk infrastructure. The Division also assists the Engineering Division in inspecting new roads prior to acceptance as public ways. The Division is responsible for the cleaning and maintenance of all storm water culverts and drainage systems including catch basin and pipe cleaning as well as maintenance of water courses on public property impaired by beaver dams. The Highway Division is the lead agency responsible for snow and ice removal and flood control measures; other Town divisions assist in these operations.

### HIGHWAY DIVISION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Number of streets resurfaced	12	10	28
Total number of miles of road resurfaced	4.8	4	6.9
Total number of feet of curbs constructed	8,000	4,000	6250
Catch basins cleaned	1134	264	670
Storm drains/culverts cleaned	212	240	256
Catch basins repaired	106	90	92
Storm drains repaired	10	12	21
Snow storms	13	5	4
Sanding events	63	41	19
Signs repaired/installed	356	365	338
Masonry wall repairs	12	0	16

### WATER TREATMENT PLANT

During 2007, the treatment plant processed more than 2.6 billion gallons of water – a daily average of 7.1 million gallons – to produce over 2.3 billion gallons of finish water delivered to the distribution system. To augment available water supplies, 1.87 billion gallons were diverted from the Merrimack River to Haggetts Pond through the Fish Brook pump station. The Fish Brook station was online for a total of 222 days over the course of the year.

Weekly, monthly and quarterly sampling was completed as well as QA/QC testing required to maintain full certification of the Laboratory for the analysis of potable and non-potable water. Four hundred twenty-five samples were processed by the laboratory for neighboring towns, over two dozen resident-requested samples were analyzed and more than sixty stormwater samples were processed. During the year's four compliance periods, volatile organic compounds, secondary contaminants, disinfection byproducts and perchlorate levels were monitored in the finished water. Annual testing for bromate, nitrate and nitrite in the finished water and Abbott Well was completed, and supplementary testing of the raw and finished water for synthetic organic compounds was also done. Triennial lead and copper testing, as required by MA DEP, was also completed for thirty residences and two schools. All results were found to be in compliance with EPA/MADEP standards and regulations. Weekly monitoring for coliform bacteria was conducted at the plant, throughout the distribution system and at Abbott Well. There were no violations of the Total Coliform Rule in 2007 and regular



monitoring for Giardia, Cryptosporidium and enteric viruses suggests 99.9% removal of these organisms during the treatment process. Andover's Initial Distribution System Evaluation and Stage 2 Long Term Enhanced Surface Water Treatment Rule monitoring plan were also completed in 2007, in compliance with recently promulgated EPA regulations.

All operators maintained current licensing, including five operators holding 4C licenses, three holding 4T licenses and two holding 3D licenses. A comprehensive safety walk-through was completed to assess and upgrade existing safety measures as appropriate. Work continued on the WTP Emergency Response Plan in an effort to improve and update all information, including schematics and maps of pertinent valve locations throughout the distribution system.

WTP staff also held seats on the New England Water Works Association (NEWWA) Disinfection Committee and Residuals Committee, as well as contributed to classes offered by NEWWA/MWWA on various pertinent topics. WTP staff also collaborated with the Greenscapes North Shore Initiative to bring the Greenscapes Program to Andover in fulfillment of Water Management Act and Stormwater Management requirements.

### WATER TREATMENT & DISTRIBUTION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Hydrants Repaired	137	163	191
Hydrants Replaced	27	23	17
Hydrants Inspected & Serviced	231	257	295
Hydrants Flushed	152	193	295
Water Main Breaks Repaired	15	17	22
House Service Leaks Repaired	7	14	9
House Services Renewed	34	22	20
New Water Meter Accounts/Installations	105	76	126
Old Water Meters Replaced	130	213	238
Water Meters bench checked	23	12	10
Water Shut Offs/Turn On	106	115	113
60 Gate Boxes Adjusted	60	65	52
Gallons of water treated (in millions)	2,458	2264	2607
Average daily gallons pumped (in million gal.)	6.72	6.2	7.1
Maximum day (in million gallons)	14.296	12.038	12.62

### SEWER DIVISION

The Sewer Division is responsible for the operation and maintenance of thirteen (13) wastewater pumping stations and the entire system of sanitary sewers. The sewerage system includes 140 miles of sanitary sewers and 6,100 connections. The raw sewage discharge from the Shawsheen Village Pumping Station is transported by means of a force main through the City of Lawrence to the Greater Lawrence Sanitary District's Regional Treatment Plant in North Andover for treatment.



## SEWER DIVISION STATISTICS

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Sewer Main Blocks Cleared	35	27	17
Sewer Main Rodded – Regular Maintenance	60	73	96
Sewer Mains Repaired/Replaced	2	5	4

## SOLID WASTE / RECYCLING DIVISION

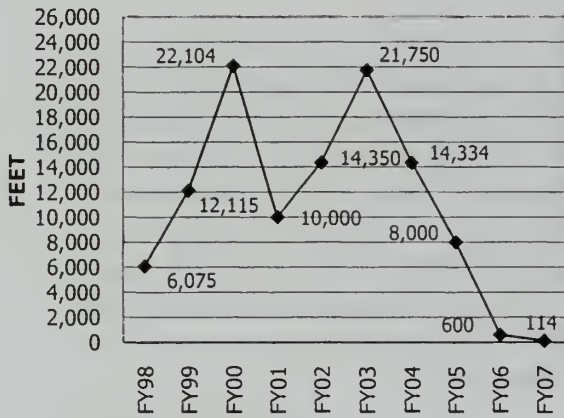
Andover has its refuse transported and processed at the Regional Waste-to-Energy Plant, Wheelabrator, located in North Andover, where the refuse is incinerated to generate electricity. The Solid Waste Division oversees the mandatory curbside recycling program for newspapers/magazines, junk mail, office paper, cardboard, telephone books, paperboard, steel/tin metal containers, glass, #1 thru #7 plastics and aluminum containers. The Town negotiated to earn a paper credit when the New England index (“Yellow Sheet”) price for news #6 is above \$30/ton. We earned a total credit of \$50,092 last year. The Town also maintains a leaf and grass clippings compost site on the High Plain Road, near Bald Hill. The Town screens and grinds the material annually with the compost being available to Town residents.

## SOLID WASTE / RECYCLING DIVISION STATISTICS

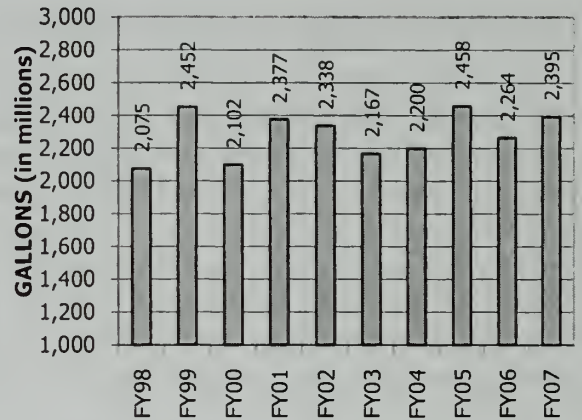
	<u>2005</u>	<u>2006</u>	<u>2007</u>
Tons of residential refuse collected	12,786	11,932	10954
Tons of mixed residential paper	2,563	2,966	2581
Tons of corrugated containers	356	297	287
Tons of glass recycled	645	728	737
Tons of steel/tin containers recycled	38	43	43
Tons of #1 thru #7 plastics	38	43	43
Tons of aluminum materials	38	43	43
Tons of leaves & grass clipping composted	7,000	6,800	6900

# PUBLIC WORKS STATISTICS

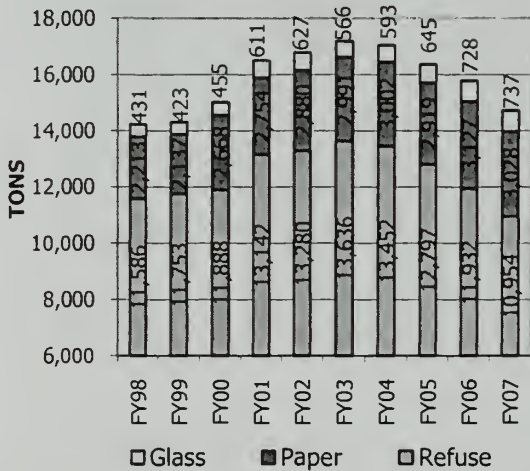
## STREET BERM CONSTRUCTION



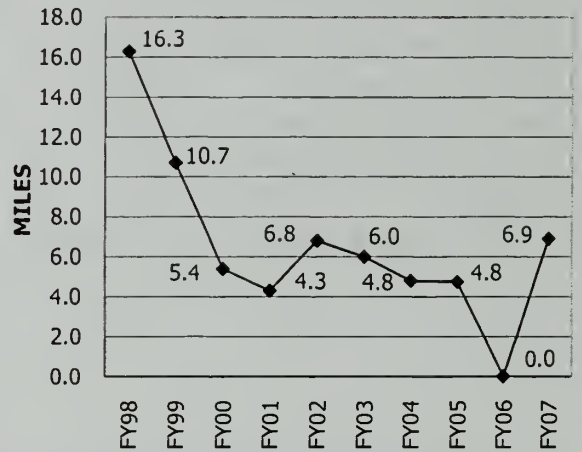
## WATER TREATED



## SOLID WASTE & RECYCLING COLLECTION



## STREET RESURFACING



## **DIVISION OF COMMUNITY SERVICES**

*The Division of Community Services provides the residents of Andover a myriad of social, educational, cultural and recreational opportunities embracing diversity and accessibility for all. Community Services strives to rate the pulse of the community and incorporate ideas into valued programs for its citizens now and in the future.*

Community Services is the Town's Recreation Division providing social, educational, cultural and recreational opportunities to Andover residents of all ages. Daytime, evening, special events, workshops and public performances are offered throughout the year. A full-time office staff of five, hundreds of part-time adult and student employees, vendors and volunteers provide over 600 programs, events, and trips to most of our residents.

In addition to traditional recreational programs of leagues, fitness programs and children's activities, DCS also sponsors special Town-wide events, a concert series, online courses and themed dances throughout the year at the Old Town Hall. DCS partners with countless Town organizations encouraging healthy lifestyles for all. The division's latest improvement was the addition of a new full-time staff person who focuses on the Town's tot population. With new programs offered to this age group, DCS is able to reach out to a new market while introducing young families to all of their programs. The scheduling of Recreation Park was returned to the Division this year. A renewed interest in bringing back the park to its former condition remains a challenge in these tough budget times. During the year, the bathrooms were updated, landscaping was completed along trail development and both the club house and shelter had cosmetic work done to improve the aesthetics of this natural area.

### **DCS PROGRAM STATISTICS:**

#### **FALL PARTICIPATION**

Fall Classes – Youth ages 2 – 18	842
Adults	367
Holly Balls	266
Special Events/Trip	382
Kickin' Kids Soccer League	<u>147</u>
Total Fall Participation	2,004

#### **WINTER PARTICIPATION**

Winter Classes – Youth ages 2 – 18	1,842
Adults	532
Bradford Ski – Grades 3 – 8	179

## WINTER PARTICIPATION (Cont.)

Kid's Basketball League – Grades 1 – 3	158
Bob French League – Grades 4 – 8	540
L'il Hoopsters – Ages 4 – 6	60
Sandlot T-ball – Ages 4 – 6	140
Ballroom Dance & Mother Son Spring Fling	166
Special Events/Trips	<u>447</u>

Total Winter Participation	4,064
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## SUMMER PARTICIPATION

Summer Classes – Youth ages 2 – 18	1,776
Adults	160

### Special School-Age Children's Programs:

All-Day Discovery – Grades K – 5	1,750
Summer Theatre – Grades 2 – 10	160
Drop-in Playground – Grades K – 5	12,485
Drop-in Field Trips – Grades K – 5	457

### Special Pre-School Age Children's Programs:

Half Pints – Ages 4 – 6	1,480
Park Events – Ages 1 – 6	620

### Pomps Pond:

Stickers	450
Daily Attendance	50+/cars
Average number of people per day	200/day

### Concerts:

The Park/Fourth of July Festivities – All ages	15,010
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### Special Events:

Trips & Events – All ages	212
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Co-Ed Adult Softball League – Adults	<u>600</u>
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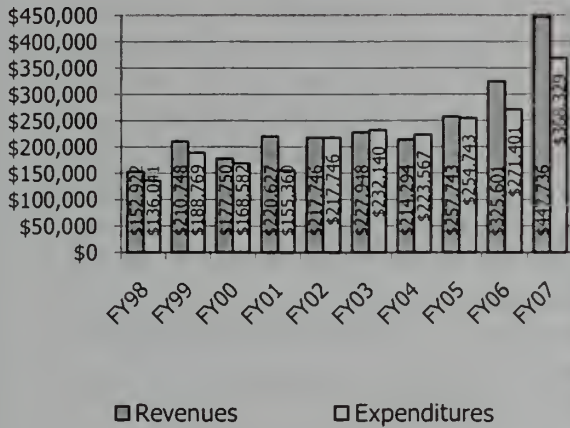
Total Summer Participation	45,910
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TOTAL YEAR-LONG PARTICIPATION	51,978+
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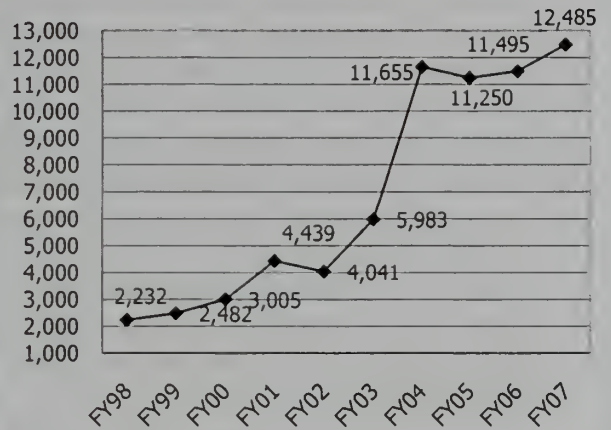


## DCS STATISTICS

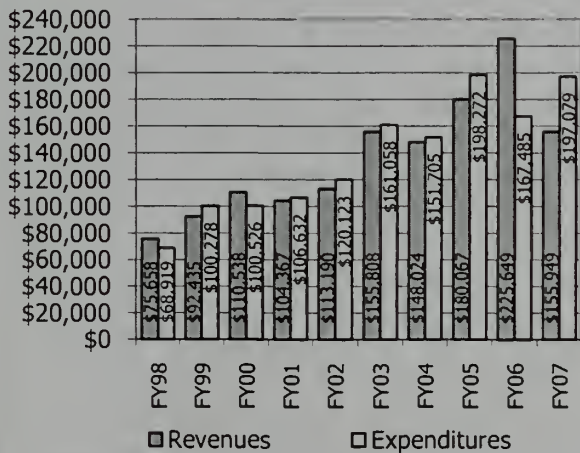
**RECREATION SERVICES REVOLVING FUND REVENUES & EXPENDITURES**



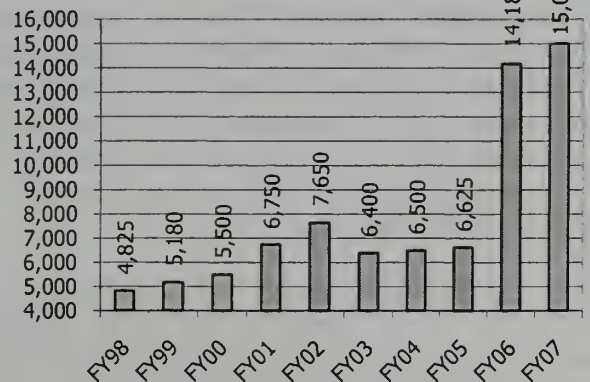
**SUMMER PLAYGROUND ATTENDANCE**



**YOUTH SERVICES REVOLVING FUND REVENUES & EXPENDITURES**



**JULY 4TH & SUMMER CONCERT ATTENDANCE**  
(FY06-07 includes fireworks & breakfast)



## **DIVISION OF ELDER SERVICES**

*The mission of the Division of Elder Services is to identify, develop, implement and advocate for programs and services designed to enhance the quality of life and independence of elders in the community, and to provide a focal point in the community (Senior Center) where these programs and services can be easily accessed by elders and their families.*

### **THE GROWING COMMUNITY OF RESIDENTS OF “SENIOR” STATUS**

As the number of Andover residents presently or soon to be 60+ steadily increases, the Senior Center faces the challenge of identifying resources for an increasingly diverse elder population. How prepared are we to meet the various needs of a population whose ages range from 60 to 100+? What resources will be needed to support our oldest seniors living independently in the community? Will we, as a community, be ready as more residents seek assistance, either for themselves or for family members? Elder Services will continue to create and provide specialized programs and services in fulfillment of its mission as laid out by the Council on Aging, following the charge of the Town Meeting of March 12, 1966:

- Identify the total needs of the community’s elderly population;
- Educate the community and enlist support and participation of all citizens about these needs;
- Design, promote or implement services to fill these needs, or coordinate existing services in the community;
- Promote and support any other programs which are designed to assist elderly in the community; and
- Enlist and develop capable volunteers and professional leadership for the purposes stated in this Article (35).

To accomplish these goals, programs are designed to promote good health and nutrition, access to services and community life, financial and personal independence and to combat isolation. We continue to develop creative Intergenerational programs serving both seniors and young people from pre-school to college age. An emphasis on Health, Wellness & Nutrition programs provides a variety of opportunities to maintain, enhance and improve health. Continuing goals and objectives focus on improving social services, educational and recreational programs, intergenerational and volunteer opportunities and expanding outreach in the community.

### **CHALLENGES**

Increased costs and decreases in funding are compounded by an increased need for services. As we struggle to maintain core services with fewer resources, we have increased efforts to off-set related costs. Advocacy at the State and Federal levels, grant writing and outside fund-raising are increasingly important. We are especially grateful to “The Friends of the Andover Senior Center” as well as the Andover Home for Aged People for their support. Fees for services cover most program costs and are supplemented by coordinating programs with other agencies. Programs have been developed cooperatively with the Andover/North Andover YMCA, Elder Services of the Merrimack Valley and University of Massachusetts Lowell in an effort to provide access to a variety of programs and services that would otherwise be limited by

both space and economic constraints. Offsite programming creates additional challenges. Seniors interested in participating in programs scheduled off-site often limit their participation to one event a day so they don't have to travel between the Senior Center and another site. Others are unable to participate in events not scheduled at the Senior Center as accessibility to off-site locations is limited by the lack of affordable and accessible transportation services.

### **INCREASED NEED**

Requests for services tend to increase in difficult economic times. Direct services, including Medical Transportation, Friendly Visitors, Senior Connections and Meals on Wheels, have all seen increases. There has also been a dramatic increase in requests for general information from both seniors themselves as well as their family members. We have expanded our outreach efforts to provide information on a variety of resources as well as energy conservation. The need for the supportive services provided by the Geriatric Nurse Specialist to meet increased mental health needs of the elder population for seniors has nearly doubled in the past two years. Those aged 85+ are the fastest growing group receiving services. We expect these trends to continue as people are living longer and remain in the community rather than seek long-term care. As we have seen at both the federal and local level with fewer service options, the negative affects of the economy continue to impact the elderly population first, and often, most severely.

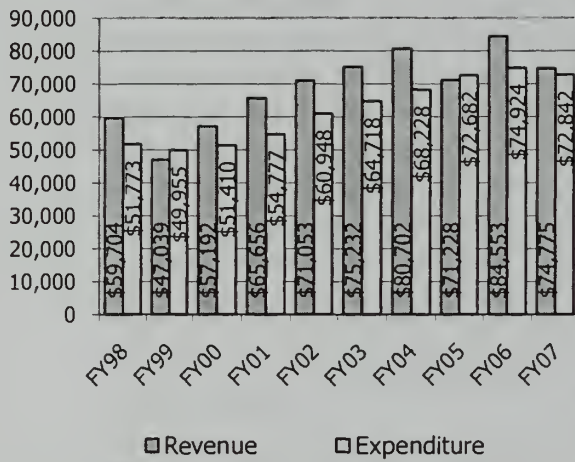
### **ACCOMPLISHMENTS**

- A suspended wooden floor was installed to replace the concrete floor where exercise classes are held.
- The patio adjacent to the cafeteria was completed which has expanded our space and provides easy access to the outdoors.
- Meals-on-Wheels served a daily average of 75-85 meals weekdays with over 100 new clients throughout the year.
- Residents ages 85+ are now the largest group requesting information and services – up from ages 75 – 84.
- BoomerVenture, a program designed by and for Andover's "boomers", has been a great success.
- Received a MAP (Mobility Assistance Program) grant to cover 80% of the cost of a 12-passenger van.
- The TRIAD Program has been active collecting old cell phones which are then distributed for emergency 911 calls or recycled to generate income. The Program has also been working with the Boy Scouts on the "Is Your Number Up?" campaign to ensure that all homes have their street number posted and is easily visible from the street to ensure timely emergency services.
- Collaborated with the University of Massachusetts Lowell on the "Smart Pill" research project and with the Hebrew Senior Life on a nutrition research project.
- Andover Chroniclers, a/k/a the Cable Group which provides "There's Something About Andover" – a monthly show on the Town's Cable Channel 8, received the 2007 Cultural & International Perspectives Award" from the Alliance for Community Media for their documentary on "Our Immigrant Heritage".

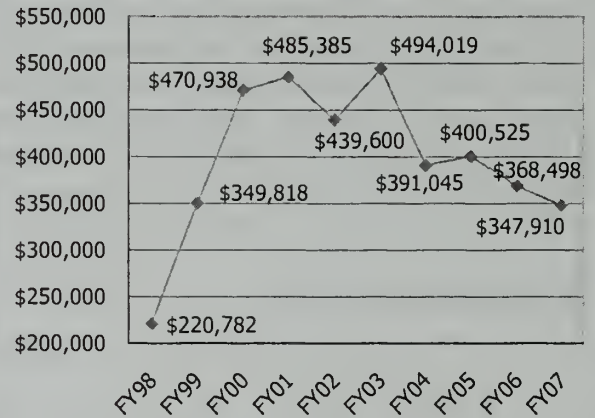


## ELDER SERVICES STATISTICS

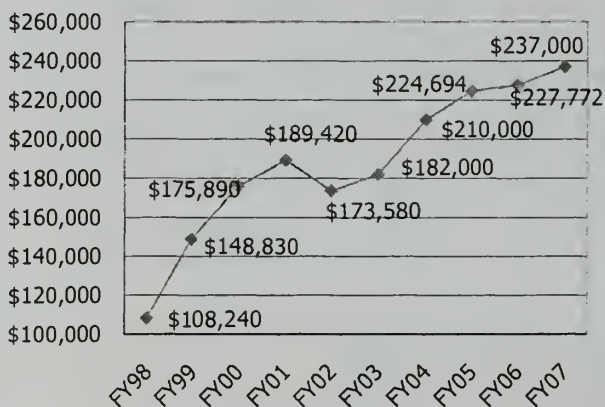
**ELDER SERVICES REVOLVING FUND  
REVENUES & EXPENDITURES**



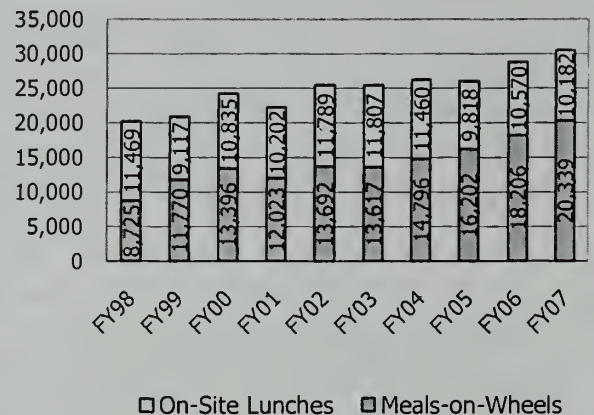
**VALUE OF ELDER SERVICES  
VOLUNTEER SERVICE**



**TAX VOUCHER PROGRAM  
VALUE TO TOWN**



**SENIOR MEALS SERVED**





## **DIVISION OF YOUTH SERVICES**

*The AYS aims to provide young people useful experiences to promote healthy growth and development. It is our goal to build a network of affordable, accessible, safe, and challenging youth programs that appeal and respond to the diverse interests of young adolescents and their families.*

Andover Youth Services (AYS) was established to address the need for an increase in recreational, educational, social and support programs for the middle school and high school populations within the community. AYS supplies the youth of Andover with programs, services and activities throughout the year. AYS provides a direct link that connects youth to their community. Andover's young people face many challenges and it is our mission to develop and maintain a program that has the ability to be flexible and encourages all youth to use their creativity and spontaneity in positive ways.

The support piece of AYS has continued to flourish with an increase in the community service program, the after school adventure-based program, drop in and flexible office hours, court-related services, volunteer and intern opportunities, hospital visits, referrals, college and employment, recommendations, fundraising for youth programs, crisis intervention, outreach, 24 hour emergency response, parent support and education, discussion groups and specialized in-school groups.

AYS events provide a community venue for young people to expose their creative talents. The 7<sup>th</sup> annual Keep It Wild Fashion Show, Shakespeare in the Park and numerous concerts and dances attracted thousands of youth and presented unique entertainment opportunities for the Town of Andover.

It is essential to connect with other people, groups and systems already working with young people. AYS is dedicated to establishing a community-wide network of supportive services for young people. AYS works directly with the following organizations, creating and implementing policy, action items, fundraising and advocacy for youth. Each of the following groups concentrates on developing programs, services and outreach to those young people who are not connected positively to the community: Andover Youth Council, Andover Youth Foundation, Inc., Friends of Andover Youth, Andover Community Advocates for Resources, Education and Support (CARES), Gender Equity Committee and AMC Youth Opportunities Program (YOP).

AYS receives ideas and concepts directly from the young people themselves and then takes these ideas and empowers the youth to make them happen. By interacting alongside young people, whether it is handing out flyers or creating plans for a new youth center, the programs the Youth Services creates and implements are immediate reflections of what the youth want and need. By staying true to its philosophy, AYS will continue to provide a diverse range of activities, events, groups, and programs for all young people of Andover in the new millennium.

## **AYS PROGRAMS**

### ~ ***The Andover Youth Services Summer Program – The Power of One – May to August***

The summer of 2007 brought a series of fun and challenging activities to the young people of Andover. Over a thousand young people received a chance to express themselves and share their experiences in a positive, supporting environment. The essence of our summer program was within the 8 weeks of our summer experience entitled, ***Power of One***. The program offered 72 trips, adventures, and services that attracted the interest of middle school students. The program encouraged young people to participate and experience activities that were new, diverse and challenging. The outdoor adventures we offer (for example: rock climbing, backpacking, and kayaking) provide opportunities to teach about the value of natural resources in an exciting and fun manner.

### ~ ***Ultimate Frisbee – Year round***

Young people indicated that they wanted Ultimate Frisbee and the AYS began the first middle school team in 2003. Based upon the success of the High School Ultimate Frisbee teams, the middle school boys and girls learned the multiple throws, offense and defense strategies, and other skills in this fast-paced sport. The team competed in a huge tournament in Amherst, MA and a couple of games against neighboring communities.

### ~ ***Field Hockey – Summer – Fall***

The AYS continued to expand a middle school girls field hockey team that competed against neighboring towns and brought high school students into a mentoring role by providing instruction on stick-handling, passing and other elements of the game.

### ~ ***Volleyball – Winter***

The AYS continued its middle school volleyball league where students learned the necessary skills of passing, setting, serving, and hitting from high school mentors and coaches. Each of the three middle schools entered a separate boys and girls team for the end of the season tournament.

### ~ ***Basketball – Open Gym – Year round***

In the AYS tradition of taking new ideas and generating them into programs, a street hockey program, Open Gym and AYS High School Summer Basketball League became instant successes. Open gym provided a similar pick up atmosphere for high school basketball players. The AYS Summer Basketball League was designed and developed by high school senior, Jake Minton, and brought over a hundred players and spectators down to the AHS Field House for biweekly games and a season-ending tournament. The programs will continue next summer and some beyond the summer months due to their success.

### ~ ***Andover Snowboard Club – December to April***

The Andover Snowboard Club is a group of skiers and riders who share the love for the snow and travel to Sugarbush, Mt. Snow, Loon, Sunday River, Stratton for the US Open and more for some stellar outdoor recreation. The ASC ventures north monthly and also collaborates with the Phillips Academy Snowboard Club.

~ ***Lacrosse – Year round***

Since 1997, AYS has continued to expand Andover's lacrosse program. The youth league experienced overwhelming increase in enrollment and additional youth teams were added for both girls and boys. AYS implemented several summer lacrosse programs due to the overwhelming demand for year-round lacrosse programs. They produced successful beginners programs for youths ages 8-10 and pick up leagues for middle school boys and girls who wanted to improve upon their skills or learn the sport for the first time. Lacrosse has been a year-round effort offering clinics, introductory sessions, and pick up sessions. AYS will continue to support this growing program by sustaining year-round fundraising efforts, recruiting coaches and volunteers.

~ ***Afterschool Programs – September to June***

Flag football, Field Hockey, Learn to Snowboard, Street Hockey, Rock Climbing, spring open gym, Ultimate frisbee, Rugby, Middle school Intramurals, Track program, volleyball program, Outing Club, Bowling Club, etc.

~ ***Vacation Day Programs – September to June***

Developed a variety of program opportunities during holidays and vacation days for middle school and high school students.

**SUPPORT SERVICES – Year round**

~ Community Service - The willingness of young people to serve their community was demonstrated thoroughly over the course of the community service days. The young people enthusiastically helped community trails by dragging huge logs and boards to build a bog bridge, clearing brush and dead trees to create a new trail, and hacking through brush to reclaim an overgrown trail. On another service day we helped out at the Franciscan Center, clearing brush and restoring a peace garden. The energy of the youth was focused in a manner that verified that young people can make a visible difference in their community.

~ Venture Out Program - offers a variety of challenging activities for young men and women. We create a powerful group by forming trust and building strong friendships/ relationships. The young people are challenged mentally, physically, and socially. By participating in this group, the youth will develop vital self-confidence that will carry into every aspect of their lives and community.

~ Drop in and flexible office hours

~ Court-related services

~ Volunteer and intern opportunities

~ Hospital visits

~ Referrals

~ Employment network

~ College and Employment Recommendations



- ~ Fundraising for youth programs
- ~ Crisis intervention
- ~ Outreach
- ~ 24-Hour emergency response
- ~ Parent support and education
- ~ Discussion groups
- ~ Specialized in-school groups
- ~ Transportation

## **EVENTS**

### ***~ Keep It Wild Fashion Show – December to June***

The 7<sup>th</sup> annual Keep It Wild Fashion Show provided 20 designers and over 50 models a venue to expose their creative talents. Student designers sewed outfits and recruited models who would showcase their work. The magnitude of the show required that the AHS Field House be transformed into an atmosphere of style and fashion with pulsing music and a 100 foot runway. 500 people turned out to this unique June event.

### ***~ Other Events***

Shakespeare in The Park  
 Making Connections  
 Check it Out – Police Forum  
 Service Club annual event

### ***~ Concerts/Shows – year round***

The AYS collaborates with a variety of young people who are interested in putting on concerts, dances, and special shows. Each show has its own particulars and on average we produce one to two shows per month. Examples in 2007; Dances, Java Jam, Hypnotude, several OTH shows, etc.

## **ANDOVER COMMUNITY SKATE PARK – May to December**

- ~ The Andover Community Skate Park is a positive and safe environment open to all ages and abilities, which promotes and encourages individual expression, and learning. The park provides a positive atmosphere centered around respect for others and most importantly, fun.
- ~ The Andover Community Skate Park continued to play an influential role at the AYS. Aside from normal hours of operation, many young people had the opportunity to participate in skateboarding lessons and clinics. High school mentors instructed youth on the various skateboarding tricks and ramp riding techniques. The ACSP hosted two professional skateboard demonstrations over the summer months bringing in some 400 spectators each demo. Skateboard competitions allowed local youth to showcase their honed skills and win



some prizes at the same time. The Andover Community Skate Park remains an extremely positive asset to the community.

## **NETWORKING AND ADVOCACY – Year round**

It is essential to connect with other people, groups, and systems already working with young people. AYS is dedicated establishing a community-wide network of supportive services for young people. They work directly with organizations, creating and implementing policy, action items, fundraising and advocacy for youth. Each of the following groups concentrates on developing programs, services and outreach to those young people who are not connected positively to the Andover community.

### ***~ Andover Youth Council***

AYS operates directly with the Andover Youth Council. The council is comprised of thirteen high school students and three adult members chosen from the community at large. The mission of the Youth Council is to advocate for all youth and bring more services pertaining to issues relevant to their lives. The goal is to empower young people in the community by getting them involved with community organizations, schools and local government in order to create opportunities for youth. The council has become an official part of the Town structure and their office is located within the Town Offices.

### ***~ Andover Youth Foundation, Inc.***

A non-profit corporation organized to undertake the construction of a youth center.

### ***~ Andover Community Advocates for Resources, Education, and Support (CARES)***

Andover CARES is dedicated to supporting life affirming choices, fostering resiliency, and increasing a sense of belonging in the community of Andover.

### ***~ AMC Youth Opportunities Program (YOP)***

The Appalachian Mountain Club Youth Opportunities Program helps youth workers and youth-serving agencies offer educational and recreational outdoor opportunities for their youth. The AMC encourages the involvement of all people in its mission and activities and their goal is to be a community which is comfortable, inviting, and accessible for people of any age, gender, race, religion, ethnicity, ability, sexual orientation or socioeconomic status.

### ***~ Outward Bound, Girls Coalition, West Middle School PAC***

## **ADMINISTRATION**

***~ Hiring, supervising, and training seasonal, part-time staff and volunteers.***

## VETERANS SERVICES

*The mission of the Veterans Services Office is to do whatever is necessary to provide Andover veterans with benefits, entitlements and services whether they be medical, administrative, financial or quality of life.*

The Veterans Services Office provides or coordinates all state and federal financial, medical and administrative benefits to Andover's 3,000 veterans and their families. In 2007, the Office responded to inquiries or requests from local veterans and provided direct financial assistance for fuel, food, housing, burials and medical needs to several dozen Andover families. The Town annually receives reimbursement from the Commonwealth for 75% of the funds provided to local veterans under Massachusetts General Laws Chapter 115. Additionally this office was active in the local coordination of the Commonwealth of Massachusetts Afghanistan/Iraq bonus program which pays service members deployed to combat zones a \$1,000 bonus and those called to active duty outside combat zones \$500.

Obtaining Federal benefits for local veterans is also a priority in the office to include service connected disability claim processing. Andover residents receive approximately \$2,780,000 in tax-free Federal veterans' benefit dollars annually – mostly through service connected disabilities and widows' pensions.

The office also planned and coordinated the patriotic ceremonies in observance of Veterans Day, Memorial Day, Flag Day, the anniversary of September 11<sup>th</sup> and placed over 6,800 flags on the graves of veterans buried in Andover. Band concerts and other civic activities during the year were also handled by the Veterans Services Office. Formal ceremonies were held on Memorial Day, Flag Day, July 4<sup>th</sup>, POW/MIA Day, Veterans Day and Pearl Harbor Day.

In 2007, the Office continued its long-standing practice of mailing "care packages" to those Andover residents serving in combat areas. Packages were prepared and mailed at no expense to the taxpayers due to the generosity of Town employees and local citizens.

The Director of Veterans Services also serves as the Town's Graves Registration and Burial Officer. Fifty-seven Andover veterans died during 2007. Several of these veterans fought in more than one war.

Highlights of 2007 included the retirement of John Doherty who served nearly 10 years as the Director of Veteran Services and the welcoming of Michael Burke as the new Director in May 2007.

# ANDOVER VETERANS DEATHS - 2007

	<u>Name</u>	<u>Branch</u>	<u>Service Era</u>
1	Dauber, Kenneth L.	Navy	Korea
2	Winters, Phillip A.	Navy, Army	WWII
3	Fredella, Anthony M.	Army	Korea
4	Yaghmoorian, Malcolm	Army	WWII
5	Dewhurst, Roland H.	Navy	WWII
6	Issenberg, Milton	Army Air Force, POW	WWII
7	Moore, Fredrick	Marine Corps	WWII
8	Wiehe, Roger E.	Army	WWII
9	Zervas, Louis J.	Navy	WWII
10	Stephens, Garry	Navy	Korea
11	Miller, Adair	Army Air Force	WWII
12	McKay, Norman	Royal Air Force	WWII
13	Bryant, Ruth A.	Army	WWII
14	Conroy, James	Navy	Korea
15	Gray, Milton O.	Army	WWII
16	Shea, Mary M.	Navy	WWII
17	Burnham, Margaret	Navy	WWII
18	Brown, Edwin R.	Army	WWII
19	McBride, Francis J.	Army	Vietnam
20	Hatfield, Harley F.	Army	WWII
21	Broderick, William	Coast Guard	WWII
22	Smalley, Richard	Air Force	Vietnam
23	Clegg, Raymond	Navy	WWII
24	Benson, William C.	Army	WWII
25	Belanger, Wilfred	Navy	WWII
26	Donaldson, Ronald	Army	Korea
27	Vannett, Andrew G.	Air Force	Korea
28	Campbell, Donald P.	Army	WWII
29	Bergan, Jr., William A.	Army	Vietnam

30	Flores, Gladys (Monro)	Navy	WWII
31	Burke, Patrick W.	Navy	WWII, Korea
32	Smith, James H.	Navy	WWII
33	Kirchhof Victor	Army	WWII
34	Keating, John H.	Navy	WWII, Korea
35	Albee, Edward L.	Navy	WWII
36	Millikin, Dudley L.	Marine Corps	Korea
37	Perlberg, Ralph H.	Army	Korea
38	Hinman, Robert W.	Army	WWII
39	Guthrie, Michael	Army	Vietnam
40	Hoffman, William	Army	Persian Gulf
41	Aznoian, Nicholas	Air Force	Cold War
42	Collins, Raymond	Army	WWII
43	King, William	Navy	WWII
44	Bent, George F	Army	WWII
45	Cammett, Robert P.	Navy	WWII
46	Liponis, Charles	Army	Korea
47	Condon, Richard H.	Army	WWII
48	Spinney, Donald A.	Marines	WWII
49	Giata, Nicholas V	Army	WWII
50	Fuller, Robert N. Jr.	Army	Korea
51	McMahon, Mildred M.	Marines	WWII
52	Gorzela, Maryann T.	Marines	WWII
53	Provasoli, John	Coast Guard	WWII
54	Chakarian, Louis	NAVY	WWII
55	DeFusco, Arthur J.	Army	WWII
56	Hinckley, Reichard E.	Army	Vietnam
57	Sartory, John J.	Navy	WWII



**ANNUAL REPORT  
2007  
ANDOVER SCHOOL DEPARTMENT**

*The mission of the Andover Public Schools, in partnership with the community, is to provide students with the knowledge, skill, and qualities required to be successful in a diverse society.*

***State of the Schools***

During the 2007 calendar year the School Department was able to address important academic areas, due in part to funding secured through gifts and donations from private organizations and by the Grants Coordinator.<sup>1</sup> This additional revenue was not sufficient; however, to avoid putting on hold the second year of the Building and Advancing plan, due to the need to close the large Town budget gap.

During the two previous school years (2005-06 and 2006-07) the School Department had been able to restore positions lost in 2003-04. The restorations included:

Elementary Schools	Middle Schools	Andover High School
<ul style="list-style-type: none"><li>• health teachers</li><li>• 5<sup>th</sup> grade PE teachers</li><li>• 3<sup>rd</sup> Grade instrumental music</li><li>• nurse, counselor time, and reading specialists</li></ul>	<ul style="list-style-type: none"><li>• health teacher</li><li>• music teachers</li><li>• guidance counselor</li></ul>	<ul style="list-style-type: none"><li>• social studies teacher</li><li>• music teacher</li><li>• social worker</li><li>• assistant track coaches</li><li>• stipends for school clubs</li></ul>

We made trade-offs to address the need to prepare our students for the global workplace. Some examples: 1) we introduced Mandarin Chinese and did not add Spanish or French sections,<sup>2</sup> 2) we hired a Middle School engineering teacher and did not replace a music teacher, 3) we hired an assistant principal to address the growing high school population and not bring back program advisors. These choices were difficult, because the need for those lost positions and services has not gone away.

Many positions lost in 2003 still have not been restored. Some of these are: dance teacher, 3 program advisors, 2 custodians at the High School; 2 foreign language, 1 music, 2 technology and 1 integrated arts teachers and 1 guidance counselor at the middle schools; and 2 assistant principals, 5 PE and 1 music teachers, part time librarian, and 3 custodians at the elementary schools. We have not replaced the Adaptive PE program. Supply budgets are not restored to the FY2002 level, and over 50 stipends that provided support in the core curriculum to students and teachers remain un-restored.

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<sup>1</sup> Grant Money to date: **Teaching American History** for \$998,000 (27% going directly to Andover) over three 3 years, **Reading Recovery** grant of \$24,546; **Extended Learning** grant (feasibility study) for \$11,000; and **STEM Pipeline Fund** grant of 399,974 (41% going directly to Andover). Other grants are pending.

<sup>2</sup> We have added sections in all subjects over the last 10 years, because our high school has grown by over 350 students in the last 10 years (from 1,414 students in 1997 to 1,757 in 2007).

As SPED and utility costs increased, and state aid declined, we made the necessary decision to focus on preserving our core curricular and athletic programs and maintaining class size in accordance with the School Committee Policy at our elementary schools. With this strategy, we have enabled our students to excel in their academic work and in athletics. Much credit goes to the teachers, administrators and parents. As a result we have received prestigious awards and recognition:

- The Seimens Foundation, which annually recognizes the top Advanced Placement math and science students, teachers and schools in the nation, honored Andover High School as the top Massachusetts AP program in 2007-08
- Eighty-three of our students who took the advanced placement exams were identified as AP Scholars, a distinction given to students who receive grades of 3 or higher on three or more advanced placement exams.
- 5 semi-finalists AHS students qualified for the National Merit Scholarship Program, as well as 25 students who were “Commended” for their performance.
- 96.4% of AHS students pursued a post secondary education with 87.1% going on to four-year colleges and universities.
- The March 2008 issue of *Boston Magazine* recognized the Andover School District as “the best value,” noting that 72% of our 10<sup>th</sup> grade students scored in the advanced category on the math MCAS, 30 points higher than the state average.
- In 2007 100% of the 9<sup>th</sup> grade students passed the first MCAS physics test, ranking us first in the state along with some other schools.
- The *Boston Globe* recognized the outstanding performance of our students on MCAS at several grade levels, with scores in the top 5 - 10% in the State.<sup>3</sup>
- AHS earned the Ernest Dalton Memorial Award presented by the *Boston Globe* for overall excellence in high school athletics for division 1 schools (2005-06 and 2006-07); and we placed second in 2007-08.
- This year we won state championships in Girls Swimming (9<sup>th</sup> straight) and Track; girls’ basketball and boys’ ice hockey teams were state finalists; and wrestling was reinstated as a junior varsity sport. Over seventeen hundred roster spots were filled as students maximize participation in the athletic program.

## ***Enrollment***

Enrollment in our six elementary schools showed modest growth over the last year with 2,885 students in October 1, 2007, compared to 2,802 students in 2006. The middle schools had a small increase, all of which was at West Middle (15 students). There was a small enrollment downturn at the high school, going from 1,757 students in 2006 to 1,739 in 2007. However, the enrollment still remains well above the 1,404 population in 1997, which means the high school continues to experience overcrowding. Districtwide the enrollment increased by 79 students, which means

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<sup>3</sup> Andover West Middle School was ranked second in the state for Grade 8 ELA scores. Doherty Middle School was ranked first in the state in Grade 7 in ELA scores and fourth in the state in Grade 8 ELA scores. At the elementary level, Grade 5 ELA: one elementary school was ranked 36<sup>th</sup> out of 996 schools in Massachusetts, Grade 4 ELA: two elementary schools were ranked 19<sup>th</sup> and 27<sup>th</sup>, Grade 5 Math: three elementary schools were ranked 8<sup>th</sup>, 25<sup>th</sup>, and 31<sup>st</sup> out of 929 schools in Massachusetts, Grade 4 Math: two elementary schools were ranked 20<sup>th</sup> and 36<sup>th</sup>, Grade 5 Science: two of schools were ranked 31<sup>st</sup>.



our district continues to grow, even as many towns and cities are losing students due to migration out of the state.

### ***School Facilities***

Since 2005 the School Department has been concerned about the physical condition and enrollment capacities of our school facilities. At Bancroft there are structural building concerns, and Shawsheen, South, West Elementary and the high school need additional space, especially for special needs services. In fall 2005 the school department commissioned the New England School Development Council (NESDEC) to do a space needs evaluation and an enrollment projection study. That work resulted in the establishment by the School Committee and the Board of Selectmen of a School Facilities Task Force to analyze reports by both NESDEC and the Massachusetts School Building Authority (MSBA). Chaired by Mark Johnson, the Task Force<sup>4</sup> produced an initial report to the School Committee and Selectmen in spring 2007, and based on that report and supported by the two boards, drafted three Statements of Interest (SOI) to MSBA to request financial support from the State for three schools: Bancroft, Shawsheen and the High School. In summer and fall 2007 MSBA teams visited all Andover schools. During that period, MSBA requested that we prioritize our needs and select the one school that we believed was most in need of state aid. Given the structural and space needs, the obsolete open-space concept, and the high cost of on-going maintenance, there was unified agreement by the Task Force members and administration that Bancroft was the school most in need of attention. In fall and winter 2007 MSBA announced that Bancroft qualified for a feasibility study, a first step in the process to receive State support to renovate or replace a school building. In 2008 a School Building Committee will be appointed by the Town Manager, and Town Meeting will vote to provide funding for the Feasibility Study.<sup>5</sup>

### ***School Committee***

The five elected members of the School Committee typically met twice monthly during 2007. Attorney Debra Silberstein and Mr. Richard Collins were re-elected in March, 2007. In April Dr. Tony James stepped down as Chair, replaced by Dr. Arthur Barber. Ms. Silberstein was elected secretary. During the summer 2007 the School Committee completed its evaluation of the Superintendent and approved the Goals and Objectives for the 2007-2008 school year.

The School Committee held work sessions during the summer 2007 to discuss the 2008 budget, and continued collective bargaining with the Andover Education Association (AEA), a process which began in fall 2006. Both School and Town union representatives and administrators met several times with a consultant to review possible changes in the Town health plan in order to slow the escalating health insurance costs. The School Committee held meetings in the summer, fall and winter 2007 with the Board of Selectmen and Finance Committee to review budget

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<sup>4</sup> The Task Force was composed of parents and community representatives, Town and School administrators, and 2 liaison members each from the School Committee, Board of Selectmen and Finance Committee. Members were: Mark Johnson, Diane Costagliola, Tom Deso, Alix Driscoll, Dennis Fogue, Ruth Galvin, with liaison members, Jon Stumpf and Mary O'Donoghue (Finance Committee, Art Barber and Tony James (School Committee), and Brian Major, and Ted Teichert (Board of Selectmen), Buzz Stapczynski, Claudia Bach, and Joe Piantedosi

<sup>5</sup> Reimbursement from the State for the Feasibility Study and any resulting construction for Andover schools would be approximately 41% with additional reimbursements possible in such areas as an excellent maintenance record (which we have) and incorporating "green" solutions into building plans.

assumptions and discuss health insurance costs. In February 2008 the School Committee and AEA reached a tentative agreement that included a new health plan. A sub-committee of the School Committee met regularly with Massachusetts Association of School Committee's Mike Gilbert to engage in a comprehensive policy review, and in the fall 2007 the School Committee voted to approve the substantially revamped Policy Book.

### ***School Administration***

The School Department's administrative team in 2007 underwent substantial change. In July 2007 Ms. Patricia Barrett replaced Mr. Steve Jankauskas, as Principal of Sanborn Elementary School, Dr. Kathy Fink replaced Ms. Susan O'Brien, who retired as the Pupil Personnel Administrator, and Mr. Jankauskas replaced Mr. Michael Kistler, as a part time Out of District Coordinator. Mr. Bernard Tuttle came out of retirement to replace Mr. Evan Katz, the Business Administrator, who resigned his position in the fall 2007. At the end of 2007 Dr. Denise Holmes announced her retirement, and Assistant Principal, Mr. Stephen Murray, was appointed her replacement in January 2008. With the resignation of Dr. Marcia O'Neil in the spring 2007 the School Committee voted to appoint Ms. Susan Nicholson Interim Assistant Superintendent in July 2007. Based on the recommendation of the Superintendent, the School Committee voted in January 2008 to appoint Ms. Nicholson the permanent Assistant Superintendent. Three additional principals will retire at the end of the 2007-08 academic year: Dr. Eileen Woods, Principal of South Schools, Mr. Charles Friel, Principal of West Elementary and Mr. Bruce Maki, Principal of Doherty Middle School.

As one way to secure highly qualified administrators to replace those who retire, the Andover School Department has hosted since 2005 Salem State's The Institute for Leadership Education (T.I.L.E.) program, in partnership with other Merrimack Valley school districts. The first cohort of the T.I.L.E. program (which included four Andover teachers) will graduate with administrative licensure in spring 2008, and those graduates will then be qualified to assume an administrative assignment. In 2008 the second cohort began its studies with 8 Andover teachers enrolled. We continue to embark on aggressive recruitment and retention programs for both teachers and administrators, at a time when there are major shortages of both teachers and administrators, and to that end for three years have joined with 14 other districts in hosting the annual Merrimack Valley Recruitment Fair. The fourth fair was held in February 2008, attended by over 700 teachers and administrators. We also continue to expand our mentoring programs as a means of retaining our highly qualified teachers and administrators.

### ***Assistant Superintendent of Schools***

#### **Curriculum, Instruction, Assessment, and Professional Development**

The focus of curriculum in 2007 continued to be on implementation of the Balanced Literacy Model and the Museum of Science's Engineering is Elementary Program. Additionally, the expansion of the Middle School Engineering/Technology Program into our second Middle School was accomplished, and plans are moving forward to include our third Middle School in September. The focus of instruction in 2007 continued to be on Differentiated Instruction at both the elementary and middle school levels. In particular, the Middle School Math Program has been closely monitored with several reports presented to the school committee on the short and long term goals of the math program. The work of the assistant superintendent, the principals,



teacher leaders, and the curriculum councils has continued to focus on program revisions, textbook adoptions, and instructional technology needs.

### **Assessment**

Students in grades one through eleven participated in local assessments to evaluate their learning in mathematics, English/Language Arts, Science, and Social Studies. The Massachusetts Comprehensive Assessment System (MCAS) was administered to students in grades three through ten and the performance of Andover students was recognized in both the Boston Globe and Boston Magazine. Andover students performed exceedingly well in the several areas as noted above. In the college admission process, 430 students participated in the Scholastic Aptitude Test (SAT). In the area of Advanced Placement, a test which qualifies students who pass with a score of 3, 4, or 5 to receive college credit, 312 students took 538 exams and earned an average score of 3.91. The performance scale on advanced placement tests is 1-5 with 5 being the highest possible score.

### **Professional Development**

District Professional Development focused on supporting the classroom teacher in the delivery of instruction as well as meeting state and federal training mandates. Day-long workshops were presented in the areas of math, social studies, and differentiated instruction. Additionally, 872 school employees participated in 87 courses that were offered in the district. Some of the courses included the following: summer curriculum projects, mentor/mentee program, classroom management strategies, brain based research and strategies for reading, Chinese study group, short stories for middle school, teaching writing explicitly, tablet pc pilot, and teaching 6 traits of writing. Lastly, a training session was scheduled for staff who teach our English Language Learners.

### ***Business Office***

The responsibilities of the Business Office include managing financial operations and selected support services; developing the annual budget, managing the annual budget, processing payables and payroll, labor contract negotiation and compliance, purchasing, fee collection, financial reporting, development of the Capital Improvement Plan and grant management. The Business Office, which includes the Copy Center, works with the entire school system and many Town Departments. In addition to financial oversight, the Business Office is responsible for facilities management (in cooperation with the Plant and Facilities Department), student transportation, school and district emergency management, custodial services and food services.

### ***Human Resources Office***

2007 marked the continuation of long-term initiatives in automating human resource functions, developing strategies to address cost-effective recruitment, targeted training and development and wellness initiatives. The human resource office implemented a web-based substitute teacher program, AESOP, which allows not only for greater efficiencies in scheduling subs, but has automated the attendance record keeping function for the school department. Work on applicant tracking and the school website is in progress. Training in the areas of health and wellness for all employees continues as an on-going initiative. Another successful wellness fair was held in May for employees and members of their family. School senior custodians received an intensive program on management skills and tools. As always, we continue our focus on training staff in the areas of harassment and diversity.

## *Reports from the Schools*

### **Andover High School**

#### Foreign language

The United States is gradually recognizing the importance of Foreign Language study. At AHS more students are taking multiple languages and more students are reaching the upper level language courses with enrollment in AP Spanish more than doubling in the last year. This year we have added the second year of Mandarin Chinese with the intention of adding the third year in the fall of '08. Mei Lynn, the Chinese teacher, has also offered beginning Chinese as an in-service course for teachers (and our Superintendent). French students are participating in an exchange program with Le Lycee Kleber in Strasbourg, France. Andover families hosted the French students in October, and eighteen AHS students, accompanied by Madame Olga Shaknovsky and Monsieur Peter Hall, will visit their French families in April. High School students visited fifth grade classes at the elementary schools to teach mini-lessons in Latin, French, Spanish, German and Chinese in order to get them excited about language study. Transportation was funded by a grant from the Andover Fund for Education.

#### Mathematics Department

The AHS Mathematics department implemented a new elective in Discrete Mathematics in 2007-2008. We are also involved with a grant through the Educational Development Corporation (EDC) to design and pilot a course in Linear Algebra for high school students. These opportunities help to diversify our elective program and give students an additional opportunity to expand their mathematics knowledge. Based on our K-12 Curriculum Council work, on data analysis of MCAS results and internal assessment, the Mathematics Department continued to revise its curriculum, course offerings, and instructional practices. Also, due to our partnership with the University of Lowell we have offered a college level mathematics courses at Andover High School in the evening for the past five years to students who are presently enrolled or have completed Advanced Placement BC Calculus. In the spring of 2007 we had fourteen students taking a course in Engineering Differential Equations for college credit. This year we have eight student enrolled in Calculus III with a university professor. Several of the students have taken both courses thus graduating from AHS with three college level mathematics courses. We have also been awarded, as one of fifty schools nationwide, the Sieman's award for the depth and breath of our AP Mathematics and Science Program.

#### Science Department

The science department implemented a single elective in 2007-2008, Topics in Physical Science. The purpose of this course was to diversify the offerings to students enrolled in our Life Science Sequence. Upon completion of this course, students can elect to take Chemistry or Physics. A new ½ credit elective was also developed, Introduction to Biotechnology. This course has been proposed many times in the past and the successful award of a BioTeach Grant in July of 2007 is allowing us to offer the course in 2008-2009. These course offerings helped/will help to diversify our elective program and give students additional opportunities to expand their science knowledge. This year, Mr. Frank Wroblewski worked closely with Boston College as part of the Boston College Seismology Project. A visiting Boston College Faculty member was on-site weekly to work with students and integrate the study of earthquakes into the science curriculum. The students in the Earth Science Course were the main participants in this project. We also had two students enrolled in the TEAMS Academy at the University of Massachusetts Lowell. This



program offers math, engineering, and science courses not traditionally found in most high schools. Three teachers also took part in this program by acting as the Faculty for two of the four courses.

### Social Studies Department

The adaptation and implementation of the textbooks in the grade 9 *World Civilizations* and grade 10 *Twentieth Century United States and the World* courses are on going. The general opinion is favorable although the online resources associated with these texts have been somewhat disappointing. Last year's piloting of *Democracy in Action*, *Senior Internships* is in a second year and has 8 students working in a variety of placements, for example, with AYS, Barbara L'Italien's office and the state offices of the League of Women Voters. The *Connections* program is also in its second year and has been extended to the sophomore year, as well as continuing with the original freshmen offering. A new course on world religions is being developed for the 2008-2009 school year and *Economic Conflict* has completed its first year. During the summer, staff development continued in a variety of course related areas: *Twentieth Century History*, *Twentieth Century Studies*, *Contemporary World Issues*, *Economics*, *Economic Conflict*, *Democracy and Media Literacy*, *AP United States History Curriculum Revision*, *Interdisciplinary Exploration: Frederick Jameson*, *Exploring Global Religions*, and *World Studies*. Some members of the department are participating in the *Teaching American History* Grant. Many of the teachers have also been involved in programs that offer innovative and enriching strategies for the classroom. The department has undergone a significant change as 25% of its members have been hired between September 2006 and December 2007. This influx of new faculty has been exceptionally smooth and bodes well for the next decade of Social Studies at AHS.

### English Department

Based on our K-12 Curriculum Council, on data analysis of MCAS results, and on revised SAT requirements, the English Department continued to revise its curriculum, course offerings, and instructional practices. Particular attention over the summer was placed on revision in Modern America focusing on Modernism in poetry and on *The Bluest Eye* in the novel. In addition, ninth grade teachers initiated work on two novels, *Big Fish* and *Animal Farm*. MCAS testing continued to show high scores for Andover students in Standard English grammar and mechanics. Central to these successes were the above revised foundation curricula in grades 9 and 10, the adoption of new texts, and professional development work on instructional practice in poetry, classic texts, and language instruction. In the area of assessment several teachers participated in staff development on alternative assessments to reach a variety of learners. Finally, in an attempt to reflect the influence of the Internet on print media, after visiting several newspapers, two teachers updated the curriculum for Journalism including non-fiction readings. The English Department looks forward to new ventures and to curriculum guidance in the coming year with the hiring of a new Program Advisor.

### Visual Arts

The Art department at Andover High School serviced 1468 students or 82% of the student body during the academic year 2006-2007. 21 students elected Portfolio and 19 seniors were accepted to college art programs; RISD 3, Parsons 3, No. Essex Community College 2, New England School of Photography 2, and one each to Boston University, Wheaton, WPI, Smith, UNH, St.



Anselm, Ringling, RPI, Cochran, and Savannah College of Art and Design. Students were awarded scholarships from the Andover Artists Guild and the Art Institute Group of Merrimack Valley. In the National Scholastic Arts Awards competition sponsored by the Boston Globe, 21 student's works were entered. 13 students received awards; 3 Gold keys, 1 Silver key, 1 Portfolio nomination and 8 Honorable Mentions. One student was named to Art All State. AHS students exhibited work at three public shows. The GLEC–Collaborative Visual Arts Show at the Lawrence Heritage State Park Museum, the 4<sup>th</sup> Annual student show, part of the Andover Historical Society's Contemporary Artist Series and Essex Art Center's "Student Photography Alphabets" an A – Z of Fashion. The department became involved with the Memory Project, an international arts outreach program for children living in Third World orphanages. High school students created "Books of Hope" for young children in Northern Uganda shelters as well as "Memory Portraits" of children in orphanages. Several students submitted work for design competitions for the annual Yearbook cover and Senior Safari and Mr. AHS logo contests. Individual presentations included "Keep It Wild" fashion show and Senior Exhibition night. The Art Club created an outstanding new mural for the wall across from the main office. Changing exhibits of student artwork continued throughout the year within the school and administration buildings.

### Drama

Our *Technical Theatre* course continues to attract many students and is flourishing. We continue to offer *Survey of American Film*, *Art of Theatre*, and *Musical Theatre Workshop* and *Improvisation and Advanced Acting* and enrollment continues to be high in all. MHSDG Festival: *Troop 54* a play written by senior Justin Colombo went all the way to the semi-final level of competition. The production received several technical and acting accolades. The AHS Drama Guild served as a host sight for the semi-final round of festival, and 7 other schools traveled to AHS on Saturday March 17<sup>th</sup> for the Spring Drama Production: *Disney's High School Musical*. There were close to 100 students involved in the production including actors, stage crew and pit orchestra. The Andover High School Marching Band made a guest appearance as the "Wildcat Pep Band" and AHS English faculty member Brian Shea played the part of one of the only adults in the production, Coach Bolton. North Shore Music Theatre's Spotlight Awards: Stephen Sondheim's *Into the Woods*. Fall Production: *Titanic: The Musical* was selected to participate in the North Shore Music Theatre Spotlight Awards.

### Counseling Department

The Counseling Department worked diligently with seniors on the college application process. As of February 15th, 397 students (91%) had submitted 3107 transcript requests to 400 different colleges. Early admission results were encouraging and included acceptances from Assumption College, Bates College, Bentley College, Boston College, Brown University, College of the Holy Cross, University of Massachusetts at Amherst, Massachusetts Institute of Technology, Northeastern University, Skidmore College, Tufts University, Vassar College, Williams College and Yale University. During the second semester counselors will guide the underclassmen through the course selection process as well as working closely with the juniors through the initial stages of career and post-secondary planning.

## **Middle Schools**

### Doherty Middle School

The school year 2007/2008 saw several new teachers hired to replace those who either retired or moved to different districts. New to the staff were Erin Suffoletto (Science), Barbara Murray (Special Needs), Wendy Kuda (Mathematics), Lisa Hampton (Creative Expressions), and Steve Bessette (Special Needs). In addition, due to a combined effort on the part of the Andover Public Schools, Merrimack College, the Doherty PAC, the Andonna Society and ACE, Doherty Middle School hired Steve Cogger as the Design/Engineering teacher at Doherty Middle School. This innovative program was developed to replicate the highly successful program at West Middle School. Doherty Middle School continues its commitment to the team concept and the overall middle school philosophy that has been part of the Andover Public Schools since 1988. An initiative that is part of this commitment is Doherty's focus on student *Connectedness* where by teachers work to make personal connections to all students to personalize the educational experience for the students.

### West Middle School

One of our on-going initiatives focuses on school climate. Giving students the opportunity to lead, learn from one another, and the opportunity to be recognized for their contributions is an important aspect of school culture. In the spring of 2007, we started our second year of our student mentoring program "Where Everyone Belongs." We initiated student leadership positions such as student ambassadors, class assistants and office assistants. Last fall, our Anti-Bully Task Force organized "Mix-It-Up" days in which students ate lunch with other students and discussed issues about diversity. February of 08' was dedicated to "No Name Calling Week." Students decorated doors with themes that emphasized the importance of respect. In the months and year ahead, our school council will be examining ways to expand our student recognition process that will include a formalized way of recognizing students on a more regular basis. With the efforts of students, staff and parents we have accomplished much and look forward to further successes.

### Wood Hill Middle School

Wood Hill Middle School is one of three middle schools in Andover and we have been fortunate to have a great neighbor High Plain Elementary. The Middle School model based on research by the Carnegie Report Turning Points 2000 guides us as we move forward. Expeditionary Learning Outward Bound is an organization that provides us with proven practices and nationally recognized professional development that help us to meet the needs of our adolescent learners. Our students work through rigorous real life project based learning in which students take increasing responsibility to produce high quality work. Expeditionary Learning is totally funded through the generosity of Wakefield Inc., Andonna Society, a private donor, and local fundraising. Incorporating an Engineering Program is a natural fit here at Wood Hill and we are anxious to get this position to meet student needs for the 21<sup>st</sup> Century. Wood Hill is currently in the midst of investigating Expanded Learning Time. It is evident that the existing school day does not fully meet the needs of our students and we see the potential in bringing our program in line with those schools who are the top performers in the world. We at Wood Hill continue to believe that "We need to be the school that stops asking the questions and become the school that finds the answers."



## **Elementary Schools**

### **Bancroft Elementary School**

In the mid-1960's, Providence architect William W. Warner conceived of a school building that would integrate the imaginative qualities of a castle (with towers, moats and arches) and an old fashioned New England barn (with exposed beams and expansive lofts). His dream became a reality in 1969 when Bancroft School, an open-concept school, was constructed. Today, this "openness" of design truly lends itself to the strong feeling of community within our school with students, parents and staff working together toward a common goal of life-long learning. Community, however, does not end at the classroom door - it is a pervasive and overarching philosophy throughout Bancroft School. In 2007, special relationships with Phillips Academy, Andover High School, the Andover Senior Center, the Andover Rotary Club and the Doherty Middle School were continued. Additional partnerships with the Andover Historical Society, the Addison Gallery, and Memorial Hall Library enabled the students and their families to extend the curriculum that they have learned in the classroom. This year we have also reached out to the global community by partnering with the Beverly School in Kenya, Africa. Naturally, partnerships between the school and home environment are key to the success of the children in all aspects of their education. Parental involvement is vital to making Bancroft a community of learners. In 2007, opportunities for parental involvement included classroom volunteers, participation in the PTO, and as instructors in our extended day programming "Expanding Horizons." On behalf of our staff and students I want to, once again, thank all of the agencies, organizations and people who help to make Bancroft School a special place to learn and grow.

### **High Plain Elementary School**

High Plain's school wide theme, *The Power of Words*, reflected our emphasis on two key goals for 2007. We celebrated the joy and power of being life long readers and the importance of communicating our support to one another. Each classroom read *Have You Filled a Bucket Today?* which emphasized the power of affirming words and actions to strengthen families and communities through the symbolism of "bucket filling." Parents continued to be vital partners in all our classrooms. 84 parent volunteers participated in a series of monthly trainings to facilitate *ELF* (Environmental Learning for the Future), a hands-on science program for grades K-5. 32 parent and community representatives were trained to establish our new *Literacy Coalition* providing weekly one-on-one reading support for 1<sup>st</sup> and 2<sup>nd</sup> graders to enhance fluency and comprehension skills. Agilent Technology maintained their partnership to offer physical science workshops for grades 4 & 5. As part of the new district wide elementary science initiative, *Engineering is Elementary*, K-5 teachers were trained by the Museum of Science to implement a new curriculum to introduce students to the design process and related technology. The combined leadership of teachers and parents added several new programs during and beyond the school day. Cooking Club, TV Production/Student News, Tech Crew, Star Gazing Parties, and Project Heifer were but a few new offerings. Along with five other schools across the community, High Plain was awarded a two year planning grant from the Department of Education to consider the possibility and potential opportunities of Expanded Learning Time. High Plain also received the gift of a beautiful and inspiring new mural displaying each of the "multiple intelligences" for its front hallway painted by Joanne Genzale grandparent of one of our students. We thank all our parents, community volunteers and organizations who contribute so much to our learning community.



### Henry C. Sanborn Elementary School

*Be Somebody* was the theme for the year at Sanborn School. Our students were encouraged to “Be Somebody Who Cares” and demonstrate their concern for the needs of others through participation in a variety of community service projects. The Sanborn community, led by our fourth and fifth grade Student Council, donated \$1,316 to the Greater Boston Food Bank’s Turkeys4America project, over 500 toys to Lazarus House for the holidays, canned goods and money, also to Lazarus House, for the Souper Bowl of Caring, and close to \$2,000 to the American Heart Association through the children’s participation in Jump Rope for Heart and Hoops for Heart. Our reading incentive program, “Be Somebody Who Reads” and the buddy reading program continue to foster a love of reading in Sanborn students. The theme for Sanborn School’s 29<sup>th</sup> annual Harvest Festival was “Be Somebody Artistic”. In addition to a musical assembly and art display, as a community, Sanborn students, parents, and teachers celebrated the spirit of giving by filling harvest bags which were distributed to over 250 senior citizens in Andover. Monthly School Meetings focus on the Four R’s ~ Respect, Responsibility, Resourcefulness and Reflection. Sanborn’s before and after school enrichment program, “Explorations,” continues to grow. During our winter session, courses including KidSpike Volleyball, Spanish, Floor Hockey, Cooking, Outdoor Games, Scrap booking, and Math Olympiad involved over 125 children. We are grateful to our PTO for their involvement in and support of our school programs. A generous donation this year by the PTO allowed us to upgrade the Sanborn computer lab with 24 new desktop computers and our fifth grade classrooms with three new computers each, enabling classroom teachers to expand their writing centers. We appreciate the continued support of the entire Andover Community.

### Shawsheen Primary School

Shawsheen continues to grow as the preschool numbers increase (currently 97). Even though we had added two sessions the previous year, at the beginning of this calendar year we realized we needed to have another full day preschool program to meet the needs of our incoming three year olds. During the summer, offices were moved and space made for the new program. Our theme this year is “Shawsheen Goes Green!” and we are working together as a community to reduce, reuse and recycle. The children are flattening the milk cartons now and it has reduced our lunch trash from 4 to 2 bags. The PTO continues to be very active in volunteering, raising money for projects and programs and scheduling cultural events for the school community. We are pleased to work closely with the growing members of the Merrimack Valley Jewish Coalition for Literacy volunteers. We were thrilled when we exceeded our goals in all our collections: Thanksgiving food, gently used stuffed animals, books and sneakers for the needy, and items for the fire victims.

### South School

*“50 Years and counting...celebrating South School Past, Present, and Future”* set the theme for our school year at South. This theme provides the staff and students with many opportunities to engage in meaningful learning experiences, as we celebrate the rich history of our school community and look toward the future. Once again, we recognize the tremendous contributions of our PTO, South Staff, Andona, Wyeth, Andover Fund for Education and other business partners to make the South student learning opportunities successful. The South faculty continues to work as a strong team to ensure student achievement and high expectations for learning. Our school beliefs of respect, responsibility, and kindness continue to be our guiding

values. We thank the tremendous effort and commitment of our parent community. This year teachers discussed two books, *Best Schools*, and *Now, Discover Your Strengths*. Another staff initiative is the *Children's Progress Academic Assessment* for Language and Math. This is a pilot that gives us more comprehensive data to drive instruction in Math and Literacy. We continue to have over 300 volunteers at South each year. South Cooperative Theatre group made up of Grades 3, 4, and 5 students performed the outstanding musical *The Jungle Book Kids*. South has continued these activities: A strong supportive culture that values the South Traditions of a Student Government, Holiday Gift Giving to families in need, Coat Drive for the Needy, 300 Good Deeds, Community Read Along, Volunteer Recognition, Who I Am Makes a Difference Program, Valentine Float Parade, Celebration of Learning, Circle of Friends, South Author and Illustrators Program. I will be retiring in June as principal, I feel very fortunate to have served the Andover Community for 22 years. I am grateful for the support I have received and know that our successful year was centered in the tremendous contributions of the town citizens.

### West Elementary School

West Elementary School continues to focus not only on the academic, but also other social-emotional well-being of its students. Toward that end, West once again used the Open Circle Social Competency Program, which helps students to deal with problematic social situations. We also used the STOP anti-bullying initiative for the first time this year. The program uses role-playing, direct instruction, and stories to help children deal with bullies. West once again qualified as a Title I school in September of 2007. Staff was hired to assist students in both mathematics and reading. Our March of Dimes event raised more than \$3,000, again making West Elementary one of the better fundraisers among the New England Affiliate participants. The Easter Seals Shoot Out raised more than \$3000 in 2007. West Elementary's Math Olympiad teams continued to do well by once again placing in the top ten percent of all participating schools, including those who have sixth grade team members. WERAWC, West Elementary Readers and Writers Conference, held in March, featured writers, performers, and artists. The student council collected goods for the People's Pantry and the Community Day Care Program in Lawrence. West Elementary also had a council-sponsored school store that raised money for student activities, a Before-School Enrichment Program, Grade 4/5 Chorus, Grade 3 Chorus, Chess Club, Destination Imagination, Wyeth Institute Science Enrichment program. Johns Hopkins Talent Search and Buddies-Upper grade classes paired with primary classes.

### ***District Departments:***

#### Pupil Personnel Department

Pupil Personnel Administration continued to oversee special education services to approximately 1,000 identified students between the ages of 3 and 22. Programs were available to address the needs of students with mild to moderate learning disabilities as well as those with more severe multiple handicaps. To the extent possible, special education students attended their neighborhood school and participated with their typically developing peers in the general education setting. The Department continued its commitment to work with families to retain students in the district (rather than sending them to out-of-district programs), and provided consultation, training, and support to in-district staff in order to meet the complex needs of some of our students. This effort resulted in the establishment of a new Applied Behavior Analysis (ABA) preschool classroom at Shawsheen. With considerable assistance from our Melmark consultant, this class was designed specifically to meet the intensive special needs of some of our



preschoolers with autism. Additionally, five students who had previously been placed in out-of-district programs were successfully returned to Andover Public Schools in the fall 2007. In addition to supporting our special needs students, the Pupil Personnel Department also continues to oversee programs for educating English Language Learners (ELL). While Andover continued to be a 'low incidence' district in terms of actual numbers of ELL students, we continue to see an increase in the number of ELL students in our district, as well as changes in how those students were distributed among the schools. In response to new state mandates, we have begun training for general education staff that has ELL students in their classrooms. Finally, much of the year was spent organizing documents and training staff across the district in preparation for the Massachusetts Department of Education's Coordinated Program Review of Andover's programs, including Special Education, English Language Learners, and Civil Rights.

### Health Education

The Andover Health Education Department provides comprehensive health education to the students of Andover to increase each student's mental, physical, emotional and social well being. Health professionals align the curriculum with the Massachusetts Comprehensive Health Curriculum Frameworks instituting the sequential and coordinated teaching of health. Health teachers administered the Center for Disease Control Youth Risk Behavior Survey to high school students. Behaviors related to tobacco, alcohol and illegal drug use, sexuality, diet, exercise, violence and mental issues were reported. Community network teams such as Andover's Community Health Advisory Team met to build safe schools. Student groups such as Kids for Kids, Peer Leadership and Student's Against Destructive Decisions taught students to take an active role as models for positive health decisions. The Parent to Parent speaker series had an established program of speakers that directly tied to curriculum initiatives. Dr. Jean Kilbourne spoke on "Deadly Persuasion," Dr. Michael Thompson on "Raising Cain" and a sports panel of community leaders addressed the issue of "Whose Game Is It, Anyway."

### Technology

The Andover Public Schools' Technology Department continues to strive to meet our goal of enhancing student learning with the application of technological tools to assist our students with accessing, collecting, authenticating, managing, assessing, and analyzing information effectively and ethically. Currently, we support 7000 users using 2368 networked computers, the Plant & Facilities Department video, security, and HVAC monitoring systems and the very large data infrastructure that is required. During the past year, the school and town departments worked together to replace the aging Comcast hybrid Institutional loop with a municipal fiber optic network connecting all school and town buildings together with a high capacity twelve strand single mode fiber optic cable. The fiber optic system was activated last May and now provides the school and town departments with extremely fast, reliable video, audio, and data connectivity between all municipal buildings. We have also been able to upgrade classroom computers at the Doherty Middle School, West Middle Schools, and establish a pilot Tablet PC program for the Andover High School Teachers. In addition, the Technology Department is upgrading and consolidating its 35 -five to eight year old servers to a centralized blade server and storage system. This project is scheduled for completion in late June.



### Physical Education Department

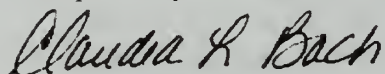
Our K-12 Physical Education teachers strove to instill in their students an understanding of the importance of physical fitness and activity and the critical role it plays in their overall lifetime health and well-being. Implementing a comprehensive curriculum that was based upon the National Association for Sport and Physical Education standards as well as the Massachusetts Health Curriculum frameworks, our PE teachers taught students a wide variety of movement concepts, health related components and skill related components of physical fitness as well as sports skills and activities that promote a healthy and active lifestyle. In addition to these curricular offerings elementary physical education teachers ran successful American Heart Association Jump Rope for Heart and Hoops for Heart programs. The department staff ran a district wide fourth and fifth grade track and field meet as well as separate 4<sup>th</sup> and 5<sup>th</sup> grade and middle school cross country meets. Several members of the Physical Education department presented sessions at the MAHPERD state convention.

### Athletic Department

The Athletic Department is committed to the philosophy that participants are students first and athletes second. Interscholastic athletics is a co-curricular activity with the practice and contest arena serving as an extension of the classroom. Along with the skills and strategies of their particular sport coaches teach the values associated with discipline, teamwork, commitment, accountability, citizenship, confidence, leadership and striving towards excellence. The Boston Globe ranked Andover as second in the state in combined boys and girls winning percentage. The boys' ice hockey team was state finalists and competed in Boston's Fleet Center. The girls won the State Tennis Championship and All-State Indoor Track and Field Championship. Girls swimming and diving team won their ninth straight Massachusetts State Championship at Wellesley College. Wrestling was reinstated as a junior varsity sport. Over seventeen hundred roster spots were filled as students maximize participation in the athletic program.

On behalf of students, staff and parents, I thank the Town of Andover for its ongoing support of our schools. This is support that continues to ensure that Andover is a place where people want to live, to work, and to raise a family.

Respectfully submitted,



Dr. Claudia L. Bach  
Superintendent of Schools

## **GREATER LAWRENCE TECHNICAL SCHOOL**

Greater Lawrence Technical School (GLTS) is a regional vocational secondary institution with a campus in West Andover encompassing twenty-six acres. The school educates students from Andover, Lawrence, Methuen and North Andover and, in addition, accepts qualified students from other communities through the school choice program. There are currently twenty-three underclassmen from Andover attending the school and fifty-one employees of Greater Lawrence Tech reside in Andover.

GLTS is accredited by the New England Association of Schools and Colleges. Forty-one percent of last year's senior class went to college following graduation while the remaining students combined either college with full-time employment or made a direct impact on the workforce of the Merrimack Valley.

The sixteen career opportunities offered to students through a five academy model include Allied Health, Automotive Collision Repair, Automotive Technology, Biotechnology, Carpentry, Culinary Arts, Cosmetology, Electricity, Electronics & Pre-Engineering, Fashion Technology, Graphic Communication, Information Support Services & Networking, Marketing, Metal Fabrication & Joining Technologies, Office Technologies and Plumbing. Our Technical School has been one of the pioneers in the state regarding the successful academy model.

GLTS prepares students for lifetime employment through nationally and state recognized licensure and certification programs including Building Supervisors License, State Cosmetology, NATEF, ASE, Refrigerant Recovery License, American Culinary Federation License, ServSafe, State Board of Electricians, OSHA Safety Certification, Print Ed Certification, CNA, EKG Technician License, A+, Cisco, Hilti Certification, State Board of Plumbing, Water Pex & Trac Piping Certification. The Cooperative Education component of GLTS allows students to use their knowledge and skills at worksites in the Merrimack Valley which include many employers in Andover.

While the school continues to be a community of learners dedicated to service and excellence, GLTS took on a new mantra during 2007, namely "Reggies Moving Up". This has been reflected in the improvement in MCAS scores, the phenomenal success of the athletic teams and the continued medal winning prowess of both DECA and SKILLS/USA on both the State and National level. GLTS is extremely proud of its thirty-three Abigail and John Adams Scholarship winners.

Along with taking part in the many consumer friendly services offered through our technical programs, the residents of Andover continue to use the school facility by way of enrollment in classes offered through Community and Youth Services, athletic venues for both youth and varsity sports teams, which include the swimming pool, gyms and fields. Cars are repaired, hair is cut, luncheons are enjoyed, brochures are printed and countless other

things are done to make life easier for townspeople each day at Greater Lawrence Technical School. GLTS continues to be the site for most Andover teens receiving their Lifeguarding and Water Safety certifications. More than fifty Andover groups and individuals utilized the rental option created by The District Committee. An Andover resident is represented on both the school's Advisory Board and The School Council.

GLTS is the site of an Andover Police Department Sub-Station and starting with the school year 2007 – 2008, an Andover patrolman has been employed by the District as a School Resource Officer.



## COMMISSION OF DISABILITY

*The mission of the Andover Commission on Disability is to address Andover's needs for the Town, its residents, visitors, friends, employers and families relative to disability.*

The Andover Commission on Disability is a commission made up of nine volunteers serving three-year terms and appointed by the Board of Selectmen to advocate on disability-related issues. The majority of the Commission members must be disabled or directly related to disability. The goals of the Commission are:

- To advocate for the full integration and participation of people with disabilities in the Town of Andover.
- To research the needs and problems of people with disabilities in the Town of Andover.
- To advise and assist Town officials and employees in addressing the needs of people with disabilities.
- To provide information, referral, guidance and technical assistance to individuals, public agencies, business and organizations in matters pertaining to disability.
- To participate to the maximum extent possible in disability-related programs of a local, regional, state and federal nature.
- To support training related to disability to people who reside or work in the Town of Andover.

### EXECUTIVE SUMMARY

The Commission's areas of concentration during 2007 were:

- Project Lifesaver
- Access as part of the Main Street Improvement Project
- Curb Cuts Access
- Bancroft Elementary School Playground
- Handicapped Parking Program
- Emergency Preparedness
- Information Resource

### PROJECT LIFESAVER

The Project Lifesaver Program continues to be a priority. The Commission originally sponsored the equipment and education of police officers for this search and rescue program for people who wander from safety. The Commission has an ongoing sub-committee working with the Police Department in the program which has eight participants – four adults, four children and their families.

The Commission's main thrust continues to be outreach into the community to create an overall awareness of the program within Andover and surrounding

communities. The program is available to all residents regardless of their ability to pay. Service clubs and local agencies continue to award monetary grants to help fund this vital program. The goal in the coming fiscal year is to be able to assist the Andover Police Department procure a portable device for our current and future clients.

### ACCESS - MAIN STREET IMPROVEMENT PROJECT

Intended to compliment the Town's Main Street Improvement Project, the Access Sub-Committee completed a study of entrances and navigation within Main Street Business District. With permission from business owners, site visits were completed at 159 businesses. The findings were sent to both business owners and their property owners who are jointly responsible to provide access to handicapped residents as mandated by the Americans with Disabilities Act (ADA) of 1990. If a business met all ADA requirements, the Disability Commission awarded a window decal for their windows stating they are a disability-friendly facility. If adaptations were needed, they were described in writing with reference to federal and state laws and recommendations on approaches to change. The study findings were as follows:

- 46 businesses are in 100% compliance with the Americans with Disabilities Act
- 36 businesses need minor repairs such as changing a doorknob to a lever handle
- 77 businesses need major repairs such as an elevator or ramp.

These findings were reported to the Town Manager, Board of Selectmen, Planning Division, Health Division, Fire Department, Council on Aging and the public via newspaper articles and the Commission's web site.

### ACCESS – CURB CUTS

Each year, the Commission identifies curb cut priorities based on the requirements of the ADA which are then presented to the Department of Public Works. In 2007, focus was on Main Street from Shawsheen Plaza to the border between Andover and Lawrence. The list has been agreed to by DPW and is on their priority list.

### BANCROFT ELEMENTARY SCHOOL PLAYGROUND

The Commission has committed itself to improving the accessibility of the Town's playgrounds. The playground at the Bancroft Elementary School was the focus of this year's efforts. With a combined effort from the Plant and Facilities Department, the Commission improved access to the Bancroft soccer fields with a new, accessible path from the parking area to the playground along with the addition of handicapped parking next to the path. The Commission funded the purchase of an accessible swing installed at the Dragon Lair playground.

## HANDICAP PARKING PROGRAM

This ongoing ticketing program by volunteer members of the Commission consists of photographing vehicles parked illegally in official handicap parking spaces in Andover. Such parking violations are documented on special forms and submitted along with the photos to the Andover Police Department. Citations are then issued for the violations – currently at \$100.00 each. The program's intent is to support the Police Department and to protect the rights of the handicapped.

## EMERGENCY PREPAREDNESS

Members of the Commission held an informational meeting with the Director of Public Health and his staff to discuss the resources available to Commission in the event of an emergency. Since the meeting, the Commission has assisted the Health Division with matters relating to the set up of communications at a time of medical emergency. The Commission intends to continue to serve the Town in its emergency preparedness program focusing on the safety of the disabled.

## INFORMATION RESOURCE

The Commission publishes a newsletter in a continuing education effort and as a report to the community of our activities in the Town. The newsletter is available at various locations around Town including the Town Offices, the Senior Center, Old Town Hall, the Library, the Safety Center and on our website.

The Commission's website can be reached at <http://andoverma.gov/boards/disability>. It is intended to inform residents of new programs and services for the disabled as well as areas of concern needing advocacy.



## PRESERVATION COMMISSION

*The Andover Preservation Commission endeavors to fulfill its mission to advise the town concerning the preservation of its historic and archeological resources and has been active in the following areas*

### DEMOLITION DELAY BYLAW

The Preservation Commission heard demolition requests for three properties and imposed delays of 0 to 12 months. Two structures were deemed historically significant but required emergency demolition. One structure, an addition, was determined to be not historically significant and was demolished. Twenty-four applications were reviewed for historic appropriateness. Twelve applications received required no review.

### Dimensional Special Permit/Historic Preservation

Three requests were submitted during the year.

### LOCAL HISTORIC DISTRICTS

The Andover Preservation Commission and the Ballardvale Historic District Commission work cooperatively on issues of mutual interest. Member Lynn Smiledge represents the Preservation Commission's on the BVHDC.

### WEST PARISH GARDEN CEMETERY COMMITTEE

Commission member James Batchelder has developed a power point slide presentation for those people unable to walk the historic burying ground. He offers guided tours of this historic cemetery and landmark 1909 Chapel each October. (See [westparishgardencemetery.org](http://westparishgardencemetery.org) for more information).

### HERITAGE EDUCATION

The 17<sup>th</sup> Annual Andover Preservation Awards were held in May at the Memorial Hall Library in cooperation with the Andover Historical Society and Ballardvale Historic District Commission to recognize outstanding examples of historic preservation in the community. Nine property owners and one individual received recognition for their efforts.

### PROJECTS OF NOTE

- *Historic Building Survey Project*

Commission member Lynn Smiledge is directing the first phase of a project to update and add to the Andover Historic Building Survey, a collaborative effort of the Preservation Commission, Andover Historical Society and Memorial Hall Library. The project will digitize the general survey of Andover's historic buildings from the late 17th century through

the early 20th century. Dean Baumeister, Memorial Hall Library Systems Coordinator, created the searchable database. It can be modified as new information becomes available. The web site, hosted by Memorial Hall Library, will allow researchers and Town departments Internet access to this information. A May 2008 launch date is planned. Phase 2 of this project will broaden the survey to include appropriate 20<sup>th</sup> century buildings.

- *Design Review Task Force*

The Commission remains vitally interested in the historic buildings and character of downtown and the Main Street corridor to Rte. 495. The Design Review Task Force, chaired by Karen Herman, successfully presented an article at the Annual Town Meeting to improve the existing design review bylaw. Member Lynn Smiledge represents the Commission on the Design Review Board. The Preservation Commission also supported the successful article to limit building size within the Mixed Use District and require design review for new construction in this district. These new tools will help sustain Andover's unique character.

The Commission continues to develop goals and pursue opportunities to better preserve the Town's historic resources. Preservation restrictions are an approval requirement of the Dimensional Special Permit for Historic Preservation. One preservation restriction was approved this year. The Commission encourages individual homeowners to consider preservation restrictions or easements for the protection of their historic properties.

Acting in its advisory capacity, the Commission develops and offers educational materials to the public. These resources help individual building owners understand the meaning of historic preservation, instruct them on the selection of appropriate materials and direct them to appropriate alternatives when cost is an issue. As always, the Commission is willing to advise building owners on their historic preservation projects.

## ANDOVER HOUSING AUTHORITY

The Andover Housing Authority was organized in June 1948. The Monthly Meetings are held on the third Thursday of every month at the Stowe Court Community Room located at 100 Morton Street except during the months of January, May and October when meetings are held at the Frye Circle Community Room at 256 North Main Street. The Housing Authority Board Members and Executive Director are as follows:

James Cuticchia – Chairman	Janice Burkholder – Member
Calvin Deyermund – Vice Chairman & State Appointee	
Francis O'Connor – Treasurer	Daniel T. Grams – Assistant Treasurer
Christine Poschen-Metzemaekers – Executive Director	

The Andover Housing Authority has thirty-three buildings on six different sites comprised of 218 units of State-aided housing for elder/disabled people on Chestnut Court, Grandview Terrace, Frye Circle and Stowe Court. There are 56 units of family housing in Memorial Circle. In addition, the AHA owns one house under the Mass. Chapter 689 program for developmentally disabled adults and administers ten Alternative Housing Vouchers under the Massachusetts (AHVP) leased housing program for a total of 292 units.

### State-funded Programs – Income Limits as follows:

1 person – \$41,700	3 people – \$53,650	5 people – \$64,350	7 people – \$73,900
2 people – \$47,700	4 people – \$59,600	6 people – \$69,150	8 people – \$78,650

### Apartment Turnover

30 Elder/Disabled Units (14%)      15 Family Units (27%)

Average Rent: \$305 – Elder/Disabled Program    \$412 – Family Program (includes all utilities)

### State-funded Grants – Capital Improvements

- 94 Morton Street – \$32,000 renovation grant
- Memorial Circle – \$8,500 sewer check valve grant
- Grandview Terrace – \$86,000 Water Re-mediation

### State-funded Grant – New Horizons for Youth Program

- An after school homework program for Memorial Circle children funded through the Andover Police Department under the Edward Byrne Memorial State and Local Law Enforcement Assistance Program.

### Federally-funded Programs

- The AHA administers 127 vouchers under the Section 8 Housing Choice Voucher Program through HUD. Section 8 income limits are as follows:

1 person – \$27,350	3 people – \$35,200	5 People – \$42,250	7 People – \$48,500
2 people – \$ 31,300	4 people – \$39,100	6 People – \$45,350	8 People – \$51,800

### Family Self Sufficiency Program

- Currently 5 participants with 5 escrowing partial rent payments monthly.



## ANIMAL INSPECTION

	<u>2005</u>	<u>2006</u>	<u>2007</u>
Number of dogs quarantined for biting	24	21	16
Number of animals tested for Rabies	10	5	0
Number of animals testing positive for Rabies	0	0	0
Number of cats quarantined for Rabies exposure	52	54	50
Number of dogs quarantined for Rabies exposure	8	16	13
Number of barns inspected	18	2	16
Number of beef cattle	17	4	3
Number of beef steers	3	3	0
Number of beef herds (one animal constitutes a herd)	2	2	2
Number of horses	85	78	74
Number of donkeys	4	4	4
Number of sheep	0	3	3
Number of goats	2	3	2
Number of swine	72	90	65
Number of swine herds	2	1	1
Number of Llamas	0	0	7

The annual Rabies Immunization Clinic was held on Saturday, April 7, 2007 at the Andover Animal Hospital on Lowell Street.

TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS

STATEMENT FOR THE YEAR ENDING December 31, 2007

**CAPITAL ACCOUNT  
SUMMARY OF TRANSACTIONS**

	1-Jan-2007	PRINCIPAL FUND			31-Dec-2007
Money Mkt Fund (CBPF)	\$0.00	-Gain/(Loss) - Sale of Securities	\$14,069.89	Money Mkt Fund (CBPF)	\$0.00
Securities @ Book	\$211,803.24	-Transfers to/from Operating Accts.	-\$39,169.21	Securities @ Book	\$186,703.92
Res.for Cost/Mkt.	\$0.00	- Adj. to lower of Cost/Market		Res.for Cost/Mkt.	\$0.00
	<u>\$211,803.24</u>	Increase	<u>-\$25,099.32</u>		<u>\$186,703.92</u>

OPERATING ACCOUNTS  
(RESERVE FUND & CASH ACCOUNTS)

INCOME (01Jan2007-31Dec2007)

Sav Acct / CD	\$0.00	Gain/(Loss) on Sales	\$14,069.89	Sav Acct / CD	\$0.00
Checking Account	\$494.06	Stock Dividends Received	\$5,763.10	Checking Account	\$7,234.23
Money Mkt Fund (CBRF)	\$25,240.27	Interest Received-Bonds/Notes	\$1,712.00	Money Mkt Fund (CBRF)	\$62,560.56
		Interest Received-Broker/MM	\$675.98		
	<u>\$25,734.33</u>	Income Total	<u>\$22,220.97</u>		<u>\$69,794.79</u>

EXPENSES (01Jan2007-31Dec2007)

Andover High School Projects 07/08	\$1,180.26
Andover High School Projects 06/07	\$1,013.40
Investment Counsel Fees	\$1,060.00
Misc.Operating Expenses	\$6.17
Expense Total	<u>\$3,259.83</u>
Net Gain/(Loss)	<u>\$18,961.14</u>

TRANSFERS

- To/From Principal	
- To/From Reserve	
Increase/(Decrease)	<u>\$18,961.14</u>

<u>\$237,537.57</u>	TOTAL PRINCIPAL AND OPERATING ACCOUNTS	<u>\$256,498.71</u>
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**TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS 01810**

**CAPITAL ACCOUNT**

**SECURITIES BOUGHT AND SOLD  
TWELVE MONTHS ENDED - December 31, 2007**

		PROCEEDS	COST	GAIN/(LOSS)
<b>STOCKS &amp; MUTUAL FUNDS</b>				
BEGINNING BOOK VALUE STOCKS/MUTUAL FUNDS - 1/1/2007			<b>171,803.24</b>	
LESS: STOCKS/MUTUAL FUNDS- Sold/Exchanged				
2/1/2007 Sold	300 Shs National City Corp	\$11,248.40	10,552.35	\$696.05
3/5/2007 Sold	300 Shs Keyspan	\$12,209.09	11,164.35	\$1,044.74
4/10/2007 Sold	300 Shs Pioneer Nat Res Co	\$13,523.48	9,898.25	\$3,625.23
4/30/2007 Sold	200 Shs NY Times Co A	\$4,638.67	5,655.13	-\$1,016.46
7/18/2007 Exch Todco for Hercules	500 Shs Todco	\$9,269.80	\$9,269.80	\$0.00
10/2/2007 Sold	730 Shs Hercules Offshore Inc	\$19,109.98	\$9,243.56	\$9,866.42
12/3/2007 Sold	300 Shs Meadwestvaco Corp	\$9,659.15	\$9,805.24	-\$146.09
	<b>TOTAL Sold</b>	<b>\$79,658.57</b>	<b>65,588.68</b>	<b>\$14,069.89</b>
ADD: STOCKS/MUTUAL FUNDS - Acquired				
3/12/2007 Bought	300 Shs CVS		9,481.25	
3/12/2007 Bought	400 Shs Pfizer		10,219.25	
3/12/2007 Bought	200 Shs Glaxo Smithkline PLC		11,099.25	
4/11/2007 Bought	200 Shs Anadarko Petroleum Corp		8,922.47	
4/27/2007 Bought	200 Shs Novartis AG Spon Adr		11,690.87	
6/22/2007 Bought	400 Shs Liberty Media Interactive Services A		9,659.25	
7/18/2007 Received Hercules for Todco	730 sh Hercules Offshore Inc	Received \$9,269.80	Cost \$9,243.56	Extra \$26.24
				added to Cash/MM acct
12/3/2007 Bought	300 sh Intl Paper Co		\$10,173.46	
	<b>Total Acquired</b>		<b>\$80,489.36</b>	
<b>BOOK VALUE - 12/31/2007</b>			<b>186,703.92</b>	
<b>BONDS/NOTES</b>				
BEGINNING BOOK VALUE - 1/1/2007			<b>40,000.00</b>	
LESS: BONDS/NOTES - Sold/Matured/Redeemed				
11/5/2007 Redeemed	40,000 sh FHLB Rate 4.28%	\$40,000.00	\$40,000.00	\$0.00
	<b>TOTAL Sold/Matured</b>	<b>\$40,000.00</b>	<b>\$40,000.00</b>	<b>0.00</b>
ADD: BONDS/NOTES - Acquired				
None				
	<b>TOTAL Acquired</b>	<b>0.00</b>	<b>\$0.00</b>	<b>0.00</b>
<b>BOOK VALUE - 12/31/2007</b>			<b>\$0.00</b>	
<b>TOTAL SECURITIES/MUTUAL FUNDS @ BOOK VALUE - 12/31/2007</b>			<b>\$186,703.92</b>	<b>Gain/(Loss)</b>
				<b>\$14,069.89</b>
RESERVE FOR LOWER OF COST/MARKET VALUE			\$0.00	
<b>TOTAL SECURITIES/MUTUAL FUNDS @ ADJ. BOOK VALUE - 12/31/2007</b>			<b>\$186,703.92</b>	
Broker - Cash/MM Reserve and Principal Funds- 12/31/2007			\$62,560.56	
TDBN Checking account 12/31/2007			\$7,234.23	
<b>TOTAL VALUE OF ASSETS - 12/31/2007</b>			<b>\$256,498.71</b>	



TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS

FUNDS ANALYSIS AS OF: December 31, 2007

CAPITAL ACCOUNT

PRINCIPAL FUND		Book Value	Market Value 31-Dec-2007	Market Value Over/(Under) Book Value 31-Dec-2007
STOCKS & BONDS				
	Date Purchased			
200.000 Shs Anadarko Petroleum Corp	4/11/2007	\$8,922.47	\$13,138.00	\$4,215.53
500.000 Shs Atmos Energy Corp.		\$10,529.50	\$14,020.00	\$3,490.50
300.000 Shs CVS	3/12/2007	\$9,481.25	\$11,925.00	\$2,443.75
300.000 Shs. Diebold, Inc.		\$11,050.26	\$8,694.00	-\$2,356.26
300.000 Shs General Electric	8/18/2006	\$10,024.81	\$11,121.00	\$1,096.19
200.000 Shs Glaxo Smithkline PLC ADR	3/12/2007	\$11,099.25	\$10,078.00	-\$1,021.25
300.000 Shs Honeywell Intl. Inc.		\$10,673.98	\$18,471.00	\$7,797.02
300.000 Shs International Paper	12/3/2007	\$10,173.46	\$9,714.00	-\$459.46
200.000 Shs. Kimberly Clark Corp.		\$11,696.03	\$13,868.00	\$2,171.97
400.000 Shs Liberty Media Interactive Serv A	6/22/2007	\$9,659.25	\$7,632.00	-\$2,027.25
200.000 Shs Novartis AG Spon ADR	4/27/2007	\$11,690.87	\$10,862.00	-\$828.87
800.000 Shs Petrohawk Energy Corp		\$10,436.25	\$13,848.00	\$3,411.75
400.000 Shs Pfizer Inc	3/12/2007	\$10,219.25	\$9,092.00	-\$1,127.25
300.000 Shs. Raytheon Co. New		\$9,446.23	\$18,210.00	\$8,763.77
400.000 Shs Southern Co.		\$12,047.25	\$15,500.00	\$3,452.75
300.000 Shs Unilever PLC		\$11,631.94	\$20,206.80	\$8,574.86
400.000 Shs Vectren Corp.		\$9,912.28	\$11,604.00	\$1,691.72
300.000 Shs Hugoton Royalty Trust UBI		\$8,009.59	\$6,729.00	-\$1,280.59
TOTAL STOCKS & BONDS		\$186,703.92	\$224,712.80	\$38,008.88
TOTAL MONEY MARKET & SECURITIES		\$186,703.92	\$224,712.80	\$38,008.88
Reserve for Lower of Cost /Market		\$0.00	\$0.00	\$0.00
TOTAL PRINCIPAL FUND		\$186,703.92	\$224,712.80	\$38,008.88
RESERVE FUND				
BANKNORTH CD ACCOUNT		\$0.00	\$0.00	\$0.00
Broker/MM Cash Reserve		\$62,560.56	\$62,560.56	\$0.00
TOTAL RESERVE FUND		\$62,560.56	\$62,560.56	\$0.00
CASH FUND				
CHECKING ACCOUNT - Banknorth		\$7,234.23	\$7,234.23	\$0.00
TOTAL FUNDS		\$256,498.71	\$294,507.59	\$38,008.88
Capital Fund Market value as of 12/31/07		\$256,498.71		
Change in Market Value from 1/1/2007			\$38,008.88	

**TRUSTEES OF PUNCHARD FREE SCHOOL**

**Capital Account**

**FUNDED PROJECTS 2007-2008 SCHOOL YEAR**

for the period

(01Jul2007-31Dec2007)

PROJECT	Approved at trustee's meeting 9-May-2007	Expended as of 31Dec2007	Unexpended Balance as of 31Dec2007
1. Revise College Counselling Handbook - Alicia Linsey	\$900.00	0.00	\$900.00
2. The Literary Group for Men who are Athletes - J. Goldin, M. Marcoux, C. Martini	1,000.00	100.50	899.50
3. Performing Arts Student Participation Registration - M. O'Neil	2,000.00	0.00	2,000.00
4. Andover Band Association	500.00	0.00	500.00
5. Principal's Discretionary Fund (this year)	2,000.00	1,079.76 B)	920.24
5a. Carry over from 2006-2007 year (added to 07/08 Prin Discr Fund)	943.72	103.97 A)	\$839.75
	=====	=====	=====
Total	\$7,343.72	1,284.23	\$6,059.49

A) for Turtle Proj from last year

B): Books\$135.90, 2lunchs\$200.00, books\$343.86, 1lunch\$100.00, Drummerspresentation\$300.00,

**DETAILS OF MISC. OPERATING EXPENSE**

	1-Jul-07 thru 31-Dec-2007	1-Jul-2006 thru 30-Jun-2007	Variance
Copying/Printing Costs	\$6.17	\$19.43	(\$13.26)
Postage	0.00	7.40	(7.40)
Office Supplies - Computer cartridges, paper (1/3)	0.00	10.49	(10.49)
Other expenses	0.00	0.00	0.00
Fidelity Insurance	0.00	100.00	-100.00
Treasurer's Honorarium	0.00	600.00	-600.00
	=====	=====	=====
Total	\$6.17	\$737.32	(\$731.15)

TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS 01810

SCHOLARSHIP ACCOUNT

SECURITIES BOUGHT AND SOLD  
TWELVE MONTHS ENDED - December 31, 2007

	PROCEEDS	COST	GAIN/(LOSS)
	STOCKS & MUTUAL FUNDS		
BEGINNING BOOK VALUE - 1/1/2007		235,253.05	
LESS: STOCKS/MUTUAL FUNDS- Sold/Exchanged			
-----			
TOTAL Sold	\$0.00	0.00	0.00
ADD: STOCKS/MUTUAL FUNDS - Acquired			
-----			
TOTAL Acquired		0.00	
BOOK VALUE - 12/31/2007		235,253.05	
=====			
	BONDS/NOTES		
BEGINNING BOOK VALUE - 1/1/2007		0.00	
LESS: BONDS/NOTES - Sold/Matured/Redeemed			
-----			
None		0.00	
TOTAL Sold/Matured		0.00	
ADD: BONDS/NOTES - Acquired			
-----			
None		0.00	
TOTAL Acquired		0.00	
BOOK VALUE - 12/31/2007		0.00	
=====			
TOTAL SECURITIES/MUTUAL FUNDS @ BOOK VALUE - 12/31/2007	\$235,253.05		Total Gain/(Loss) 0.00
RESERVE FOR LOWER OF COST/MARKET VALUE		\$0.00	
TOTAL SECURITIES/MUTUAL FUNDS @ ADJ. BOOK VALUE - 12/31/2007	\$235,253.05		
Broker - Cash/MM Reserve Funds and Checking Account - 12/31/2007	\$22,379.06		
Federated Capital Reserve MM Account - TROW - 12/31/2007	\$14,741.61		
=====			
TOTAL VALUE OF ASSETS - 12/31/2007	\$272,373.72		



TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS

STATEMENT FOR TWELVE MONTHS ENDING: December 31, 2007

SCHOLARSHIPS AND SPECIAL FUNDS

	Beginning BALANCE 1-Jan-2007	Misc Additions to Principal	Apportioned Net Income 1-Jan-2007 thru 31-Dec-07	INTERIM BALANCE 31-Dec-2007		CY2007 Scholarship Awards and Expenses	FINAL BALANCE 31-Dec-2007
ANDOVER GRANGE	\$3,230.87	\$0.00	\$240.64	\$3,471.51			\$3,471.51
ANDOVER SERVICEMEN	\$30,075.50	\$0.00	\$2,240.05	\$32,315.55	1@	-\$1,000.00	\$31,315.55
H.W. & M.P. BARNARD	\$1,215.58	\$0.00	\$90.54	\$1,306.12			\$1,306.12
J.W. BARNARD	\$8,520.03	\$0.00	\$634.58	\$9,154.61	1@	-\$500.00	\$8,654.61
ALICE M BELL	\$1,279.02	\$0.00	\$95.26	\$1,374.28			\$1,374.28
THOMAS BLACK	\$16,815.14	\$0.00	\$1,252.41	\$18,067.55	1@	-\$1,000.00	\$17,067.55
EDNA G CHAPIN	\$2,887.87	\$0.00	\$215.09	\$3,102.96			\$3,102.96
FRED W DOYLE	\$11,375.92	\$0.00	\$847.29	\$12,223.21	1@	-\$500.00	\$11,723.21
WARREN F DRAPER	\$1,881.95	\$0.00	\$140.17	\$2,022.12			\$2,022.12
WILLIAM G GOLDSMITH	\$3,246.48	\$0.00	\$241.80	\$3,488.28			\$3,488.28
ELIZABETH T.GUTTERSON	\$1,322.55	\$0.00	\$98.50	\$1,421.05			\$1,421.05
MYRON E.GUTTERSON	\$1,786.00	\$0.00	\$133.02	\$1,919.02			\$1,919.02
NATHAN C. HAMBLIN	\$21,542.65	\$0.00	\$1,604.52	\$23,147.17	1@	-\$1,000.00	\$22,147.17
MARGARET F. HINCHCLIFFE	\$33,573.47	\$0.00	\$2,500.58	\$36,074.05	1@	-\$1,000.00	\$35,074.05
PUNCHARD TRUSTEES	\$11,922.38	\$0.00	\$887.99	\$12,810.37	1@	-\$500.00	\$12,310.37
HENRY WYATT	\$16,651.27	\$1,000.00 (A)	\$2,240.20	\$18,891.47	1@	-\$500.00	\$18,391.47
A F B & W.A. TROW	\$101,372.84	\$0.00	\$11,086.39	\$112,459.23	8@ \$1000	-\$8,000.00	\$104,459.23
<b>Total Scholarships Awarded in June 2007</b>						<b>-\$14,000.00</b>	
	<b>\$268,699.52</b>	<b>\$1,000.00</b>	<b>\$24,549.03</b>	<b>\$293,248.55</b>		<b>-\$14,000.00</b>	<b>\$279,248.55</b>
Retained Earnings	-\$10,000.00						-\$10,000.00
Net income	\$3,125.17						\$3,125.17
	<b>\$261,824.69</b>						<b>\$272,373.72</b>

(A— Add'l funds (after expenses) contributed from Summer 2007 golf tournament

SUMMARY-INCOME/(EXPENSE)

<b>Income - Scholarship Fund</b>	
Interest Income - Broker MM	\$636.10
Dividend Income - Securities/MF	\$6,001.10
Capital Gain Distributions - MF	\$6,317.23
Gain/(Loss) on Sale of Securities	\$0.00
<b>Total Gross Income</b>	<b>\$12,954.43</b>
<b>Expenses - Scholarship Fund</b>	
Maintenance fee - Broker/MM for period 01Jan07-31Dec07	\$479.29
Service charge	\$12.50
<b>Total expense</b>	<b>\$491.79</b>
<b>Net Income - Scholarship Fund</b>	<b>\$12,462.64</b> (gets apportioned between the other non-Trow funds)
<b>Income - H. P. Wyatt Fund</b>	
June 2007 Golf Tournament (Rcvd 27Jun07)	\$1,250.00
Other golf tournament income	\$65.00
<b>Total Gross income</b>	<b>\$1,315.00</b>
<b>Expenses</b>	
June 2007 Golf Tournament (Returned 27Jun07)	\$315.00
<b>Total expense</b>	<b>\$315.00</b>
<b>Net Income - H. P. Wyatt Fund</b>	<b>\$1,000.00</b> (epplied directly to the H.P. Wyatt Fund)
<b>Income - Trow Fund</b>	
Interest Inc Broker MM - Trow	\$387.12
Div Inc MF - Trow	\$3,255.77
Capital Gain Distrib - Trow	\$7,731.75
<b>Total Gross Income</b>	<b>\$11,374.64</b>
<b>Expenses</b>	
Maintenance fee - Trow for period 01Jan07-31Dec07	\$275.75
Service charge	\$12.50
<b>Total expense</b>	<b>\$288.25</b>
<b>Net Income - Trow Fund</b>	<b>\$11,086.39</b> (applied directly to the Trow fund)

**TRUSTEES OF PUNCHARD FREE SCHOOL  
ANDOVER, MASSACHUSETTS**

STATEMENT FOR TWELVE MONTHS Ending - December 31, 2007

**SUMMARY OF FUNDS HELD - Scholarship and Trow Funds (31Dec2007)**

	<b>Market Value (MV) 31-Dec-2007</b>	<b>Book Value (BV)</b>
TD BANKNORTH CHECKING ACCT.	\$0.00	\$0.00
FED CAP MM RES - Scholarship FUND	\$22,379.06	<b>\$22,379.06</b>
2,578.907 Shs. AMERICAN BALANCED FUND Class A	\$49,798.69	\$47,329.79
885,319 Shs. CAPITAL INCOME BUILDER FUND	\$55,385.56	\$46,523.50
14,529.012 Shs. FRANKLIN INCOME FUND Class A	\$37,630.14	\$36,100.00
1,203.435 Shs. TEMPLETON GROWTH FUND Class C	\$28,208.52	\$22,509.73
<b>Total - Individual Scholarship Funds</b>	<b>\$193,401.97</b>	<b>\$174,842.08</b>
FED. CAP MM RES - Trow FUND	\$14,741.61	<b>\$14,741.61</b>
1,011.476 Shs. PIONEER EQUITY INCOME/TROW FUND Class A	\$29,626.13	\$27,068.18
517,003 Shs. PIONEER SMALL CAP/TROW FUND Class A	\$12,216.78	\$10,721.85
4,900,601 Shs. PIONEER HIGH YIELD/ TROW FUND Class A	\$51,309.29	\$45,000.00
<b>Total - Trow Scholarship Funds</b>	<b>\$107,893.81</b>	<b>\$97,531.64</b>
RESERVE FOR LOWER OF COST/MARKET	\$0.00	\$0.00
	=====	=====
<b>Total value of funds held (31Dec2007)</b>	<b>\$301,295.78</b>	<b>\$272,373.72</b>

## **MARGARET G. TOWLE FUND**

Under the terms of her will, the late Margaret G. Towle, long-time resident of Andover, bequeathed the residue of her estate to the Town of Andover, to be held and administered by it as a permanent trust fund. This trust is now known as the Margaret G. Towle Fund. Mrs. Towle stipulated in her will that the income from this fund "be devoted to the assistance of the procurement of assistance for worthy persons residing in the Town of Andover who may be in need of aid, comfort or support on account of old age, disability or unemployment."

The Fund is administered by a group of three Trustees, chosen by the Town Manager with the approval of the Board of Selectmen, which has disbursed the income from the Fund in accordance with the terms of Mrs. Towle's will. The cases are referred to the Trustees by private charitable groups and organizations, the Clergy and interested individuals.

During 2007, the Trustees acted on fourteen cases, disbursing \$20,798.72 on twelve approved cases and small administration expenses. Only the income of the Fund is available. The principal of \$345,825.50 and a substantial portion of the current income are invested under the direction of the Trustees. All disbursements are made by the Town Treasurer upon vouchers approved by the Trustees.

Balance of Income as of Dec. 31, 2007	\$102,285.29
Receipts – 2007	<u>18,196.63</u>
	\$120,481.92
Disbursements – 2007	<u>20,798.72</u>
Balance of Income as of Dec. 31, 2007	\$ 99,683.20

## **JOHN CORNELL FUEL ASSISTANCE FUND**

The John Cornell Fuel Assistance Fund was established by Article 17 of the 1893 Annual Town Meeting. Five thousand dollars was left to the Town to be used for the needy and poor to purchase wood or coal. In 1995 the trust documents were modified by the Probate Court of Massachusetts to permit the use of all types of fuel for heating, cooking or electrical purposes. Three Trustees, with staggered terms approved by vote at the Annual Town Meeting, administer the funds. The Trustees approved two applications during the year.

Balance on hand 6/30/06	\$51,883.72
Income – FY-2007	2,152.67
Expenditures – FY-2007	<u>1,400.00</u>
Balance as of 6/30/07	\$52,636.39



TOWN OF ANDOVER, MASSACHUSETTS  
BALANCE SHEET  
June 30, 2007

	GENERAL FUND	ENTERPRISE		CAPITAL PROJECT	SPECIAL REVENUE	INTERNAL SERVICE FD	EXPENDABLE TRUST	LT DEBT	GRAND TOTAL
		WATER	SEWER						
<b>ASSETS</b>									
Cash and Equivalents	11,700,475.02	1,802,457.50	675,919.05	12,544,097.49	5,019,724.09	996,134.22	6,176,906.14		38,915,713.51
Property Taxes	0.00								126,696.50
Personal Property	126,696.50								1,782,980.73
Real Estate	1,782,980.73								835,546.34
Motor Vehicle Excise	835,546.34								1,199,829.25
Water & Sewer Charges	0.00	754,869.10	444,960.15						7,715,459.17
Special Assessments	54.60	6,303.49	7,709,101.08						663,016.86
Tax Liens	618,221.01	33,960.17	10,835.68						503,639.10
Deferred Tax	57,659.50		445,979.60						252,789.44
Tax Foreclosure	252,789.44				267,278.51				267,278.51
Due from other Governments	0.00				53,376.00				312,234.79
Other Receivables	258,858.79								52,575,184.20
Total Cash & Receivables	15,633,281.93	2,597,590.26	9,286,795.56	12,544,097.49	5,340,378.60	996,134.22	6,176,906.14	0.00	
Other Assets									
Deposits	0.00								0.00
Notes Receivable	0.00			1,098,144.10					1,098,144.10
Amounts to be Provided for:									0.00
Bond Anticipation Notes Payable	0.00								0.00
Long Term Debt	0.00							89,486,635.00	89,486,635.00
Total Assets	15,633,281.93	2,597,590.26	9,286,795.56	13,642,241.59	5,340,378.60	996,134.22	6,176,906.14	89,486,635.00	143,159,963.30
<b>LIABILITIES AND RESERVES</b>									
Warrants Payable	838,419.33	63,611.01	4,871.06	968,158.64	322,807.33	1,490.79	1,950.00		2,201,308.16
Accrued Payroll	3,185,466.94				73,552.70				3,259,019.64
Property Taxes Paid in Advance	74,309.88								74,309.88
Liabilities Due Depositors	431,371.43		7,573.53						438,944.96
Accrued Payroll Withholdings	(75.81)								(75.81)
Reserve for Abatelements	654,728.21								654,728.21
Deferred Revenue	3,204,113.38	795,132.76	8,610,876.51		320,654.51				12,930,777.16
Bond Anticipation Notes Payable	0.00			11,420,000.00					11,420,000.00
Short Term Debt	0.00								0.00
Repayment of Long Term Debt	0.00								0.00
Total Liabilities	8,388,333.36	858,743.77	8,623,321.10	12,388,158.64	7,17,014.54	1,490.79	1,950.00	89,486,635.00	120,465,647.20
Fund Balances									
Unreserved	3,771,442.16	1,738,846.49	663,474.46	1,254,082.95	4,623,364.06	994,643.43	6,174,956.14		19,220,809.69
Reserved for:									
Continued Appropriations	39,713.96								39,713.96
Encumbrances	2,684,488.05								2,684,488.05
Reserve for Expenditures	712,000.00								712,000.00
Reserve for Reimb's Exempt Interest	38,552.12								38,552.12
Reserve for Debt Service	0.00								0.00
Designated for:	0.00								0.00
Unprovided for Abates & Exempts	(1,247.72)								(1,247.72)
Total Fund Balances	7,244,948.57	1,738,846.49	663,474.46	1,254,082.95	4,623,364.06	994,643.43	6,174,956.14	0.00	22,694,316.10
Total Liab. & Fund Balance	15,633,281.93	2,597,590.26	9,286,795.56	13,642,241.59	5,340,378.60	996,134.22	6,176,906.14	89,486,635.00	143,159,963.30

TOWN OF ANDOVER, MASSCHUSETTS  
COMBINED STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS  
June 30, 2007

	General	Water Enterprise	Sewer Enterprise	Capital Projects	Special Revenue	Internal Service	Fund Type Expendable Trust	Total (Memorandum Only)
<b>Revenues:</b>								
Motor Vehicle Excise	4,563,040.43							4,563,040.43
Other Excise	976,350.00							976,350.00
Penalties and Interest on Taxes and Excise	314,296.21							314,296.21
Payments in Lieu of Taxes	2,016.00							2,016.00
Fees	33,426.25							33,426.25
Charges for Services - Water	0.00	5,833,541.20						5,833,541.20
Charges for Services - Sewer	0.00		3,318,821.75					3,318,821.75
Departmental Revenue - School	10,901.87							10,901.87
Departmental Revenue - Library	23,620.84							23,620.84
Other Departmental Revenue	547,362.11	202,983.20	5,009.90		4,770,676.26	3,598,933.78		9,124,965.25
Licenses and Permits	1,866,469.17							1,866,469.17
Special Assessments	546.00	1,489.62	1,344,988.90					1,347,024.52
Fines and Forfeits	463,153.85							463,153.85
Investment Income	1,474,891.89	127,903.75	34,087.04			51,345.45	17,420.00	1,705,648.13
Other	0.00					10,198,368.00	2,225,358.50	12,423,726.50
Intergovernmental	11,040,171.39		148,010.00		6,673,542.96			17,861,724.35
Real Property Taxes	87,366,992.14							87,366,992.14
Personal Property Taxes	1,831,270.70							1,831,270.70
Tax Titles	35,919.62	91,220.55	56,010.26					183,150.43
<b>Offset</b>								
DCS	521,594.90							521,594.90
AYS	52,605.00							52,605.00
Elder Services	123,155.78							123,155.78
Rentals	60,564.18							60,564.18
Off Duty Admin Fee	64,737.00							64,737.00
Cemetery Intemment Fees	58,110.00							58,110.00
Ambulance Fees	838,659.57							838,659.57
Medicare	265,642.48							265,642.48
<b>Total Revenues</b>	<b>112,535,497.38</b>	<b>6,257,138.32</b>	<b>4,906,927.85</b>	<b>0.00</b>	<b>11,444,219.22</b>	<b>13,848,647.23</b>	<b>2,242,778.50</b>	<b>151,235,208.50</b>
<b>Expenditures</b>								
General Government	3,392,313.15				4,121,308.17		53,017.93	7,566,639.25
Community Development	1,495,166.69							1,495,166.69
Community Service	985,446.92							985,446.92
Elder Services	662,454.16							662,454.16
Municipal Maintenance	4,404,248.46			9,891,665.85				14,295,914.31
Public Safety	12,345,882.60							12,345,882.60
Water Enterprise	0.00	3,755,597.96						3,755,597.96
Sewer Enterprise	0.00		1,922,242.82					1,922,242.82
Public Works	5,247,936.29							5,247,936.29
Library	2,574,548.50							2,574,548.50
School	55,399,813.42				6,735,244.68			62,135,058.10
Fixed	662,946.23							662,946.23
Insurance	9,956,000.00					13,759,887.27		23,715,887.27
Stabilization Fund	2,000,000.00							2,000,000.00
Debt Service	12,509,042.73							12,509,042.73
Unemployment Comp	100,000.00							100,000.00
Retirement	4,111,283.00							4,111,283.00
State & County Assessments	2,514,120.00							2,514,120.00
<b>Total Expenditures</b>	<b>118,361,202.15</b>	<b>3,755,597.96</b>	<b>1,922,242.82</b>	<b>9,891,665.85</b>	<b>10,856,552.85</b>	<b>13,759,887.27</b>	<b>53,017.93</b>	<b>158,600,166.83</b>
<b>Other Financing Sources (Uses)</b>								
Long Term Debt Proceeds	0.00	0.00	0.00	13,911,635.00	0.00	0.00	0.00	13,911,635.00
Operating Transfers	3,731,370.00	(3,992,813.00)	(2,883,202.00)	2,995,135.00	149,510.00	0.00	0.00	0.00
Other Financing Sources (Uses)	180,244.41	0.00	0.00	(900,271.80)	0.00	0.00	0.00	(720,027.39)
<b>Total Sources (Uses)</b>	<b>3,911,614.41</b>	<b>(3,992,813.00)</b>	<b>(2,883,202.00)</b>	<b>16,006,498.20</b>	<b>149,510.00</b>	<b>0.00</b>	<b>0.00</b>	<b>13,191,607.61</b>
<b>Excess (Deficiency) of Revenues over (under) expenditures and Other Financing Sources (Uses)</b>	<b>(1,914,090.36)</b>	<b>(1,491,272.64)</b>	<b>101,483.03</b>	<b>6,114,832.35</b>	<b>737,176.37</b>	<b>88,759.96</b>	<b>2,189,760.57</b>	<b>5,826,649.28</b>
<b>Fund Balance July 1, 2006</b>	<b>9,159,038.93</b>	<b>3,230,119.13</b>	<b>561,991.43</b>	<b>(4,860,749.40)</b>	<b>3,886,187.69</b>	<b>905,883.47</b>	<b>3,985,195.57</b>	<b>16,867,666.82</b>
<b>Fund Balance June 30, 2007</b>	<b>7,244,948.57</b>	<b>1,738,846.49</b>	<b>663,474.46</b>	<b>1,254,082.95</b>	<b>4,623,364.06</b>	<b>994,643.43</b>	<b>6,174,956.14</b>	<b>22,694,316.10</b>

TOWN OF ANDOVER, MASSACHUSETTS  
 RECAP OF GENERAL FUND - BUDGET- FUND LEVEL  
 FISCAL YEAR ENDED 06/30/2007

	RES FOR ENCUM	APPROP (ORIGINAL)	OFFSET RECEIPTS	RESERVE FUND	COMP FUND	OTHER ACCOUNTS	OTHER (STM)	TOTAL AVAILABLE	EXPENDED	RES FOR ENCUM	TRANS TO UNRE FD BL
<b>GENERAL GOVERNMENT</b>											
Personal Services	0.00	2,169,121.00	0.00	0.00	65,000.00	0.00	0.00	2,234,121.00	2,229,893.84	4,227.16	0.00
Other Expenses	65,593.24	1,170,601.00	0.00	20,000.00	0.00	0.00	0.00	1,256,194.24	1,152,732.11	92,316.60	11,145.53
	65,593.24	3,339,722.00	0.00	20,000.00	65,000.00	0.00	0.00	3,490,315.24	3,382,625.95	96,543.76	11,145.53
<b>COMMUNITY DEVELOPMENT</b>											
Personal Services	1,700.00	1,335,885.00	0.00	0.00	30,000.00	6,000.00	0.00	1,373,585.00	1,368,410.10	5,174.90	(0.00)
Other Expenses	5,089.00	122,750.00	0.00	0.00	0.00	0.00	0.00	127,839.00	126,756.59	89.00	993.41
	6,789.00	1,458,635.00	0.00	0.00	30,000.00	6,000.00	0.00	1,501,424.00	1,495,166.69	5,263.90	993.41
<b>COMMUNITY SERVICES</b>											
Personal Services	0.00	125,711.00	569,605.00	0.00	10,000.00	0.00	0.00	705,316.00	705,316.00	0.00	0.00
Other Expenses	5,054.68	278,706.00	0.00	0.00	0.00	0.00	0.00	283,760.68	280,130.92	3,629.76	(0.00)
	5,054.68	404,417.00	569,605.00	0.00	10,000.00	0.00	0.00	989,076.68	985,446.92	3,629.76	(0.00)
<b>ELDER SERVICES</b>											
Personal Services	20,000.00	416,614.00	110,000.00	0.00	0.00	0.00	0.00	546,614.00	516,800.08	29,813.92	0.00
Other Expenses	2,013.96	133,772.00	0.00	0.00	0.00	0.00	0.00	135,785.96	134,093.74	1,686.05	6.17
	22,013.96	550,386.00	110,000.00	0.00	0.00	0.00	0.00	682,399.96	650,893.82	31,499.97	6.17
<b>MUNICIPAL MAINTENANCE</b>											
Personal Services	3,800.00	2,820,795.00	54,000.00	0.00	100,000.00	25,000.00	0.00	3,003,595.00	2,992,201.73	11,393.27	0.00
Other Expenses	287,772.48	1,196,991.00	100,000.00	100,000.00	0.00	0.00	0.00	1,684,763.48	1,412,046.73	272,716.75	(0.00)
	291,572.48	4,017,786.00	154,000.00	100,000.00	100,000.00	25,000.00	0.00	4,688,358.48	4,404,248.46	284,110.02	(0.00)
<b>PUBLIC SAFETY</b>											
Personal Services	148,000.00	10,143,197.00	845,000.00	0.00	1,184,121.00	121,004.00	0.00	12,441,322.00	11,261,340.27	1,179,981.73	0.00
Other Expenses	70,440.94	1,146,275.00	0.00	30,000.00	0.00	23,486.00	0.00	1,270,201.94	1,084,542.33	128,674.40	56,985.21
	218,440.94	11,289,472.00	845,000.00	30,000.00	1,184,121.00	144,490.00	0.00	13,711,523.94	12,345,882.60	1,308,656.13	56,985.21
<b>DEPARTMENT OF PUBLIC WORKS</b>											
Personal Services	0.00	1,518,043.00	0.00	47,041.07	110,000.00	0.00	0.00	1,675,084.07	1,675,084.07	0.00	0.00
Other Expenses	238,798.19	3,910,350.00	0.00	0.00	0.00	0.00	0.00	4,149,148.19	3,572,852.22	565,964.62	10,331.35
	238,798.19	5,428,393.00	0.00	47,041.07	110,000.00	0.00	0.00	5,824,232.26	5,247,936.29	565,964.62	10,331.35
<b>LIBRARY</b>											
Personal Services	6,000.00	1,956,358.00	0.00	0.00	40,000.00	0.00	0.00	2,002,358.00	1,992,501.08	9,756.92	(0.00)
Other Expenses	23,736.87	560,080.00	0.00	0.00	0.00	0.00	0.00	583,816.87	581,947.42	1,836.94	32.51
	29,736.87	2,516,438.00	0.00	0.00	40,000.00	0.00	0.00	2,586,174.87	2,574,548.50	11,593.86	32.51
<b>SCHOOL</b>											
Personal Services	9,000.00	43,113,662.00	0.00	0.00	0.00	(124,202.08)	0.00	42,998,459.92	42,998,459.92	0.00	0.00
Other Expenses	453,418.33	11,640,198.00	300,000.00	0.00	0.00	135,103.95	0.00	12,528,720.28	12,156,992.50	371,727.78	(0.00)
GLRVTHS	0.00	248,000.00	0.00	0.00	0.00	0.00	0.00	248,000.00	244,361.00	0.00	3,639.00
	462,418.33	55,001,860.00	300,000.00	0.00	0.00	10,901.87	0.00	55,775,180.20	55,399,813.42	371,727.78	3,639.00



TOWN OF ANDOVER, MASSACHUSETTS  
 RECAP OF GENERAL FUND - BUDGET- FUND LEVEL  
 FISCAL YEAR ENDED 06/30/2007

	RES FOR ENCUM	APPROP (ORIGINAL)	OFFSET RECEIPTS	RESERVE FUND	COMP FUND	OTHER ACCOUNTS	OTHER (STM)	TOTAL AVAILABLE	EXPENDED	RES FOR ENCUM	TRANS TO UNRE FD BL
UNCLASSIFIED											
Compensation Fund	501,700.00	1,037,421.00	0.00	0.00	(1,539,121.00)	0.00	0.00	0.00	0.00	0.00	0.00
Reserve Fund	0.00	200,000.00	0.00	(197,041.07)	0.00	0.00	0.00	2,958.93	0.00	0.00	2,958.93
	501,700.00	1,237,421.00	0.00	(197,041.07)	(1,539,121.00)	0.00	0.00	2,958.93	0.00	0.00	2,958.93
FIXED EXPENSES											
Debt Service - Interest	2,000.00	4,231,612.00	0.00	0.00	0.00	0.00	0.00	4,233,612.00	3,999,042.73	2,000.00	232,569.27
Debt Service - Principal	0.00	8,510,000.00	0.00	0.00	0.00	0.00	0.00	8,510,000.00	8,510,000.00	0.00	0.00
Stabilization	0.00	0.00	0.00	0.00	0.00	0.00	2,000,000.00	2,000,000.00	2,000,000.00	0.00	0.00
Insurance	3,000.00	800,300.00	0.00	0.00	0.00	0.00	0.00	803,300.00	662,946.23	0.00	140,353.77
Health Insurance Fund	0.00	9,606,000.00	0.00	0.00	0.00	0.00	350,000.00	9,956,000.00	9,956,000.00	0.00	0.00
Unemployment Comp	0.00	0.00	0.00	0.00	0.00	0.00	100,000.00	100,000.00	100,000.00	0.00	0.00
Retirement	0.00	4,111,283.00	0.00	0.00	0.00	0.00	0.00	4,111,283.00	4,111,283.00	0.00	0.00
	5,000.00	27,259,195.00	0.00	0.00	0.00	0.00	2,450,000.00	29,714,195.00	29,339,271.96	2,000.00	372,923.04
	1,847,117.69	112,503,725.00	1,978,605.00	0.00	0.00	186,391.87	2,450,000.00	118,965,839.56	115,825,634.61	2,680,989.80	459,015.15
SEWER SYSTEM											
Personal Services	0.00	371,979.00	0.00	0.00	0.00	0.00	0.00	371,979.00	365,815.76	0.00	6,163.24
Other Expenses	349,618.51	1,668,375.00	0.00	0.00	0.00	0.00	0.00	2,017,993.51	1,556,427.06	342,158.92	119,407.53
	349,618.51	2,040,354.00	0.00	0.00	0.00	0.00	0.00	2,389,972.51	1,922,242.82	342,158.92	125,570.77
WATER DEPARTMENT											
Personal Services	20,000.00	1,722,242.00	0.00	0.00	0.00	0.00	0.00	1,742,242.00	1,690,837.68	0.00	51,404.32
Other Expenses	649,035.58	2,059,150.00	0.00	0.00	0.00	250,000.00	920,000.00	3,878,185.58	2,984,760.28	868,338.34	25,086.96
	669,035.58	3,781,392.00	0.00	0.00	0.00	250,000.00	920,000.00	5,620,427.58	4,675,597.96	868,338.34	76,491.28
TOTAL ENTERPRISE	1,018,654.09	5,821,746.00	0.00	0.00	0.00	250,000.00	920,000.00	8,010,400.09	6,597,840.78	1,210,497.26	202,062.05
GRAND TOTAL	2,865,771.78	118,325,471.00	1,978,605.00	0.00	0.00	436,391.87	3,370,000.00	126,976,239.65	122,423,675.39	3,891,487.06	661,077.20

Town of Andover  
General Fund Special Articles  
June 30 , 2007

ARTICLE NUMBER	ARTICLE TITLE	CONTINUED APPROPRIATION	OTHER ACCOUNTS	APPROPRIATION	TRANS FROM OTHER	TOTAL AVAILABLE	EXPENDED	ENCUMB	CONTINUED APPROPRIATION
ANNUAL	UNPAID BILLS	0.00				0.00			0.00
ANNUAL	FIREWORKS FUND	9,000.00		11,000.00		20,000.00	9,000.00		11,000.00
		9,000.00	0.00	11,000.00	0.00	20,000.00	9,000.00	0.00	11,000.00
ART 36, 2002	ASSESSORS REASSESSMENT	3,000.00				3,000.00			3,000.00
		3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00	3,000.00
ART 57, 1995	WETLAND BYLAW	1,461.19				1,461.19			1,461.19
		1,461.19	0.00	0.00	0.00	1,461.19	0.00	0.00	1,461.19
ART 44, 1987	ELM SQ TRAFFIC SIGNAL	5,313.08				5,313.08			5,313.08
ART 65-4, 1998	TRAFFIC SIGNALS	1,599.10				1,599.10			1,599.10
ART 98, 1999	BALLARDVALE SIGN	4,000.00				4,000.00			4,000.00
		10,912.18	0.00	0.00	0.00	10,912.18	0.00	0.00	10,912.18
ART 43, 1996	DISPATCH CENTER	857.80				857.80			857.80
		857.80	0.00	0.00	0.00	857.80	0.00	0.00	857.80
ART 48, 1997	RIVER ROAD LAND	5,000.00				5,000.00			5,000.00
ART 49, 1997	BURTT ROAD	100.00				100.00			100.00
		5,100.00	0.00	0.00	0.00	5,100.00	0.00	0.00	5,100.00
ART 31, 1999	SENIOR TAX VOUCHER	4,000.00				4,000.00			4,000.00
ART 21, 2000	SENIOR TAX VOUCHER	2,000.00				2,000.00			2,000.00
ART 22, 2000	ELDERLY DISABLED TRANSPORT	1,645.00				1,645.00	1,296.84		348.16
ART 39, 2005	ELDERLY DISABLED TRANSPORT	12,000.00				12,000.00	10,263.50	1,736.50	0.00
ART 16, 2006	ELDERLY DISABLED TRANSPORT			12,000.00		12,000.00		12,000.00	0.00
		19,645.00	0.00	12,000.00	0.00	31,645.00	11,560.34	13,736.50	6,348.16
ART 45, 1992	WAR MEMORIAL	1,034.63				1,034.63			1,034.63
		1,034.63	0.00	0.00	0.00	1,034.63	0.00	0.00	1,034.63
TOTAL GENERAL FUND		51,010.80	0.00	23,000.00	0.00	74,010.80	20,560.34	13,736.50	39,713.96

**Town of Andover  
Capital Projects Fund  
30-Jun-07**

DESCRIPTION	07/01/06 Balance	ENCUMB	ST DEBT PROCEEDS	LT BOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	AVAILABLE BALANCE
ART 20-1 94 SCHOOL BUILDING	0.00	3,938.28				3,938.28	2,000.00		1,938.28
ART 44 96 MID SCH ROOF	1,750.00					1,750.00			1,750.00
ART 19 99 NEW MID/EL SCHOOL	80,023.63					80,023.63		80,023.63	0.00
ART 46-4 89 SCHOOL CAPITAL	3,070.77					3,070.77			3,070.77
ART 09 00 MIDDLE ELEM SCHOOL	260,941.28					260,941.28			192,331.10
ART 11 02 SCHOOL ADD'L FUNDING	0.00					0.00			0.00
ART 12 02 WEST EL ASBESTOS	54,896.59	34,546.12		200,000.00		289,442.71		200,000.00	-34,373.48
ART 28 02 SCHOOL BLDG IMPROVEMENTS	55,196.67	5,699.56				60,896.23			11,430.74
ART 29 04 COLLINS HVC	17,669.03	10,000.00				27,669.03			17,177.03
ART 11 05 SCHOOL BUILDING REP/IMP	266,386.50	94,206.46				360,592.96			21,730.76
ART 12 05 SCHOOL SAFETY	73,109.46	8,125.70		235,000.00		316,235.16		235,000.00	45,519.93
ART 17 06 SCHOOL ROOF REPLACEMENTS	0.00					0.00			-722,699.04
ART 46 06 SCHOOL HVAC REPLACEMENTS	0.00					0.00			0.00
ART 9-1 07 BANCROFT/WEST EL					80,023.63	80,023.63			80,023.63
ART 15 07 SCHOOL ROOF REPLACE						0.00	229.75		-229.75
ART 28 07 SCHOOL BUILDING MAINTENANCE						0.00	238.14		-238.14
TOTAL SCHOOL	813,043.93	156,516.12	0.00	435,000.00	80,023.63	1,484,583.68	1,352,128.22	515,023.63	-382,568.17
ART 5 04 2004 CIP	245,133.42	67,091.33				312,224.75	213,296.17		98,928.58
ART 5 05 2005 CIP	722,230.93	62,926.94				785,157.87	368,308.33		416,849.54
ART 5 06 2006 CIP	967,364.35	130,018.27	0.00	0.00	2,058,135.00	2,058,135.00	894,381.28		1,163,753.72
TOTAL CIP			0.00	0.00	2,058,135.00	3,155,517.62	1,475,985.78	0.00	1,679,531.84
ART 31 98 SEWER PLANS- SO	184,364.13	4,600.00				188,964.13			188,964.13
ART 34 98 SEWER PLN ROGERS	32,528.44					32,528.44			32,528.44
ART 41 99 SEWER CONST MAIN ST	-92,168.58	158,893.39		4,002,000.00		4,068,724.81	481,879.85	8,000,000.00	-4,413,255.04
ART 42 99 ROGERS BROOK SEWER	26,516.30					26,516.30			26,516.30
ART 44-3 02 SANITARY SEWER INFILTRATION	200,000.00					200,000.00			186,944.89
ART 27 03 SEWER MAIN REPLACEMENT	150,000.00					150,000.00			150,000.00
ART 25 04 SEWER METER	611,780.49					611,780.49			611,780.49
ART 35 04 SO MAIN/ROGERS BROOK SEWER	0.00					0.00		1,250,000.00	-1,250,000.00
ART 36 04 SEWER LINE REPLACEMENT	100,000.00					100,000.00			100,000.00
ART 2A 04 SOUTH MAIN STREET AREA SEWER	-473,988.86	731,227.88		1,000,000.00		1,257,239.02	270,597.07	1,000,000.00	-13,358.05
ART 32 06 SEWER METER	315,304.44					315,304.44			315,304.44
ART 33 06 REPAIR/REPLACE SANITARY SEWER	0.00					0.00			0.00
ART 36 07 DASCOMB/OSGOOD SEWER						0.00			0.00
ART 41 07 KIRKLAND DR SEWER						0.00			0.00
ART 64 07 SHAW/SHEEN PUMP STATION						0.00			0.00
TOTAL SEWER	1,054,336.36	894,721.27	0.00	5,002,000.00	0.00	6,951,057.63	765,632.03	10,250,000.00	-4,064,574.40
ART 32 00 CONSERV LAND ACQUISITION	-12,837.79					-12,837.79			0.00
ART 32-2 00 CONSERV MAINT/IMP	14,851.84					14,851.84			14,851.84
ART 12 01 LAND ACQ LOWELL JCT ROAD	24,368.73			1,100,000.00		1,124,368.73	14,815.00	1,100,000.00	9,553.73
ART 23 02 CONSERVATION FUND	85,542.89			100,000.00		185,542.89	12,837.79	100,000.00	72,705.10
ART 51 07 ACQ BLANCHARD ST						0.00			0.00
TOTAL CONSERVATION	111,925.67	0.00	0.00	1,200,000.00	0.00	1,311,925.67	14,815.00	1,200,000.00	97,110.67



**Town of Andover  
Capital Projects Fund  
30-Jun-07**

DESCRIPTION	07/01/06 Balance	ENCUMB	ST DEBT PROCEEDS	LT BOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	AVAILABLE BALANCE
ART 44 99 LANDFILL CLOSURE	40,000.00	28,650.00		500,000.00		568,650.00	289,800.82	250,000.00	28,849.18
ART 43 06 LANDFILL CAP LEDGE ROAD	0.00					0.00			0.00
TOTAL LANDFILL STUDY	40,000.00	28,650.00	0.00	500,000.00	0.00	568,650.00	289,800.82	250,000.00	28,849.18
ART 74 99 MAIN ST STREETSCAPE	-2,114.50					-2,114.50	9,903.80		-12,018.30
ART 48 02 MAIN ST IMPROVEMENTS	0.00					0.00			0.00
TOTAL OTHER	-2,114.50	0.00	0.00	0.00	0.00	-2,114.50	9,903.80	0.00	-12,018.30
ART 46 92 WATER MAIN	29,053.54					29,053.54			29,053.54
ART 33 95 WATER MAINS	54,182.88					54,182.88			54,182.88
ART 27 96 REPAINT WATER	39,116.75	7,371.22				46,487.97	8,625.00		37,862.97
ART 63 98 FISH BROOK	3,578.32					3,578.32			3,578.32
ART 30 00 WATER MAIN DISTRIBUTION	0.00	9,086.61				9,086.61	5,778.20		3,308.41
ART 42 02 WATER PLANT DESIGN	122,001.51					122,001.51			122,001.51
ART 18 03 WATER STORAGE TANK REHAB	80,000.00					80,000.00			80,000.00
ART 20 03 WATER PLANT IMPROVEMENTS	1,449,232.88	78,078.78		1,000,000.00		2,527,311.66	13,162.54	2,472,000.00	42,149.12
ART 24 03 WATER DISTRIBUTION IMPROVEMENTS	0.00	13,844.00				13,844.00	900.00		0.00
ART 25 04 WATER METERS	288,219.51					288,219.51			287,319.51
ART 27 04 WATER DISTRIBUTION IMPROVE	0.00	193,380.29				193,380.29	193,380.29		0.00
ART 47 04 WATER STORAGE TANKS	400,000.00					400,000.00			400,000.00
ART 34 05 WATER PLANT IMPROVE	-407,113.75	893,290.00		4,666,635.00	-823,018.32	4,329,792.93	3,991,063.90	500,000.00	-161,270.97
ART 36 05 WATER DISTRIBUTION IMPROVEMENTS	41,729.62	142,990.39				184,720.01	98,941.63		85,778.38
ART 41 05 FISH BROOK PUMPING STATION	-40,862.00	40,862.00				0.00	24,319.92		-24,319.92
ART 55 05 HAGGERTS/FISHBROOK SALT ST	20,000.00					20,000.00	19,243.14		756.86
ART 31 06 WATER MAIN REPLACEMENT	500,000.00					500,000.00	12,730.00		487,270.00
ART 32 06 WATER METERS	684,695.56					684,695.56			684,695.56
ART 35 07 WATER VEHICLE REPLACEMENT					120,000.00	120,000.00			120,000.00
ART 46 07 WATER DISTRIBUTION					500,000.00	500,000.00			500,000.00
ART 47 07 WATER PLANT PUMPS					250,000.00	250,000.00			250,000.00
ART 54 07 SALT BALANCE STUDY					50,000.00	50,000.00			50,000.00
TOTAL WATER	3,263,834.82	1,378,903.29	0.00	5,666,635.00	96,981.68	10,406,354.79	4,381,988.62	2,972,000.00	3,052,366.17
ART 47 96 SHAWNSHEEN FIELD	392.12					392.12	392.12		0.00
ART 24 97 SENIOR CITIZEN	22,958.74					22,958.74			22,958.74
ART 32 01 BRIDGES/BUILDING REPAIRS	323,966.53	18,705.50				342,672.03	254,400.94		88,271.09
ART 33-4 01 WEST FIRE STATION - SHORT TERM	8,671.14	1,780.00				10,451.14	7,598.21		2,852.93
ART 33-5 01 WEST FIRE STATION - LONG TERM	60,000.00					60,000.00			60,000.00
ART 33-8 01 OLDE ANDOVER VILLAGE PARKING	0.00	199.47				199.47	197.45		2.02
ART 39 01 TOWN YARD	157,929.19					157,929.19	21,238.14		136,691.05
ART 28-1 02 TOWN BUILDING IMPROVEMENTS	72,694.95	698.51				73,393.46	9,576.73		63,816.73
ART 32 04 SENIOR CTR PLANS	33,970.75					33,970.75			33,970.75
ART 57 05 TOWN YARD	150,000.00					150,000.00			150,000.00
ART 41 06 BALLARDVALE GREEN	25,000.00					25,000.00			25,000.00
ART 46 06 TOWN HVAC REPLACEMENT	0.00					0.00			0.00
ART 47 06 PAY & DISPLAY SHAWNSHEEN	69,000.00					69,000.00	31,004.90		37,995.10
ART 48 06 LAND TRANSFER BUXTON COURT	13,000.00					13,000.00	12,800.00		200.00
ART 27 07 TOWN BLDG RENOVATION						0.00	2,485.00		-2,485.00
TOTAL MUNI BUILDING	937,583.42	21,383.48	0.00	0.00	0.00	958,966.90	339,683.49	0.00	619,273.41

**Town of Andover  
Capital Projects Fund  
30-Jun-07**

DESCRIPTION	07/01/06 Balance	ENCUMB	ST DEBT PROCEEDS	LT BOND PROCEEDS	OFU(S)	TOTAL AVAILABLE	TOTAL EXP	OFU	AVAILABLE BALANCE
ART 51 94 BRIDGE AREA	2,858.03					2,858.03	2,858.03		0.00
ART 25 96 STORM DRAIN IMP	117.65					117.65			117.65
ART 30 97 ROAD IMPROVEMENT	7,194.58					7,194.58	7,066.61		127.97
ART 64 98 SIDEWALK IMP	213.22	1,146.21				1,359.43	1,146.21		213.22
ART 65-1 98 STORM DRAINAGE	32,143.16					32,143.16	150.00		31,993.16
ART 46-1 99 GIS STUDY	0.00	100.00				100.00			100.00
ART 46-3 99 TOWN CAPITAL	47,799.80	12,000.00				59,799.80	6,825.30		52,974.50
ART 83 99 SALEM ST SIDEWALK	46,482.27					46,482.27			46,482.27
ART 88 99 IMPROVE ESSEX/PEARSON	3,500.00					3,500.00			3,500.00
ART 27-3 00 GIS	0.00	2,849.34				2,849.34			2,849.34
ART 54 00 LINCOLN CIRCLE/LILLIAN TER	9,173.99					9,173.99			9,173.99
ART 66 00 SIDEWALK RESTORATION	44,333.77					44,333.77			44,333.77
ART 70 00 SIDEWALK CHESTNUT ST	71,174.95					71,174.95			71,174.95
ART 22 01 SIDEWALK CROSS HIGH PLAIN	10,427.37					10,427.37			10,427.37
ART 28 01 ACQ SMITHSHIRE EST	55,032.18	24,679.00				79,711.18	22,765.00		56,946.18
ART 33-1 01 GIS	2,756.79					2,756.79	150.00		2,606.79
ART 44-1 02 HYDRANT REPLACEMENT	2,597.27					2,597.27	1,287.47		1,309.80
ART 44-2 02 GIS	54,571.63					54,571.63	8,333.43		46,238.20
ART 49 02 PARKING LOT IMPROVEMENT	3,291.24					3,291.24			0.00
ART 50 02 LOVEJOY/DASCOMB INTERSECTION	65,938.08					65,938.08		65,938.08	0.00
ART 09 04 BRIDGE REPAIR/RECONSTRUCTION	24,146.80	360.00				24,506.80	24,056.97		449.83
ART 33 05 MORaine ST	6,152.90					6,152.90			6,152.90
ART 51 05 SIDEWALK RECONSTRUCTION	-10,117.00					847,883.00	656,347.96		191,535.04
ART 54 05 BRIDGE RECONSTRUCTION	0.00				2,000.00	250,000.00	215,391.47		34,618.53
ART 38 07 ACQUIRE GRANLI DRIVE					15,000.00	2,000.00			2,000.00
ART 39 07 PEDESTRIAN FOOT BRIDGE						15,000.00			15,000.00
ART 52 07 BRIDGE REPAIRS						0.00			0.00
ART 2A 07 ACQ 16 PEARSON ST						0.00			0.00
ART 3A 07 ACQ 18 PEARSON ST						0.00			0.00
ART 4A 07 ACQ 37 PEARSON ST						0.00			0.00
ART 9-2 07 BRIDGE REPAIRS					65,938.08	65,938.08			65,938.08
TOTAL ROAD/STORM DRAIN	479,788.68	41,134.55	0.00	1,108,000.00	82,938.08	1,711,861.31	949,659.69	65,938.08	686,263.54
ART 56 97 PUBLIC SAFETY	23.46					23.46			23.46
ART 47 99 PUB SAF ANTENNAS	3,920.50					3,920.50			3,920.50
ART 10-1 02 PUBLIC SAFETY ADDL CONTINGENCY	-14,076.33					-14,076.33	16,644.92		-30,721.25
ART 34-3 02 REVERSE 911	16,971.50					16,971.50	10,345.20		6,626.30
ART 37 06 FIRE TRUCK PUMPER	-434,843.00	434,843.00				0.00	440,000.00		-440,000.00
TOTAL PUBLIC SAFETY	-428,003.87	434,843.00	0.00	0.00	0.00	6,839.13	466,990.12	0.00	-460,150.99
GRAND TOTAL	7,237,758.86	3,086,169.98	0.00	13,911,635.00	2,318,078.39	26,553,642.23	10,046,597.57	15,252,961.71	1,254,082.95

**Town of Andover  
Special Revenue/Grants Rollforward  
Fiscal Year Ending June 30, 2007**

FUND / TITLE	BALANCE 07/01/06	ENCUMBRANCE	INTERGOV'TAL	INTEREST	OFS	DEPART- MENTAL	TOTAL EXPEND	OFU	BALANCE 30-Jun-07
ELECTION OT GRANT	6,646.99		4,884.00				3,228.35		8,302.64
STATE GENERAL GOVERNMENT GRANTS	6,646.99	0.00	4,884.00	0.00	0.00	0.00	3,228.35	0.00	8,302.64
FY03 TRAFFIC ENFORCEMENT	-2,907.64		16,654.30				15,281.57		-1,534.91
FY03 COMMUNITY POLICING	4,769.37	15,447.44	38,000.00				54,558.92		3,657.89
REGIONAL EMERG RESPONSE PLAN	42,223.30	2,709.12	162,947.00				135,526.47		72,352.95
FEMA			308,041.53				14,949.76		293,091.77
ASSISTANCE TO FIREFIGHTERS GRANT	119.71						119.71		0.00
FIREFIGHTER SAFETY EQUIPMENT	0.00		11,000.00				11,000.00		0.00
DISASTER REIMBURSEMENTS	4,708.22		929.50				929.50		4,708.22
AMBULANCE TASK FORCE MOBILIZATION	2,000.00		2,000.00				1,733.00		2,267.00
POLICE ANTENNAE	13,524.44						0.00	13,524.44	0.00
HOMELAND SECURITY NIMS TRAINING	0.00		767.44				767.44		0.00
MV YOUTH COURT	2,384.79		11,047.45			3,408.75	15,761.54		1,079.45
ALTERNATIVE SENTENCING	300.00						0.00		300.00
BULLET VEST PARTNERSHIP			1,105.00				1,105.00		0.00
SETB TRAINING			5,835.43				5,855.03		-19.60
STATE PUBLIC SAFETY GRANTS	67,122.19	18,156.56	558,327.65	0.00	0.00	3,408.75	257,587.94	13,524.44	375,902.77
PWED	75,502.47			3,423.66			0.00		78,926.13
PWED G-9403	-418.84		418.84				0.00		0.00
CHAPTER 90	1,111.32		746,572.91				1,014,962.74		-267,278.51
SBE AGREEMENT #50628			85,000.00				0.00		85,000.00
STATE PUBLIC WORKS GRANTS	76,194.95	0.00	831,991.75	3,423.66	0.00	0.00	1,014,962.74	0.00	-103,352.38
HEALTHY COMMUNITY	9,384.42	2,356.34	85,628.00				84,658.92		12,709.84
LAHEY CLINIC NUTRITION GRANT	7,666.17						0.00		7,666.17
RECYCLE INCENTIVE	25,938.79						0.00		25,938.79
MOTHER GOOSE ASKS WHY GRANT	-94.44						-94.44		0.00
MOBILITY ASSISTANCE GRANT			1,984.00				1,984.00		0.00
ARTS LIBRARY COUNCIL	16,026.93					5,230.00	10,666.38		10,590.55
RIGHT TO KNOW	973.30						0.00		973.30
NATIONAL LEADERSHIP GRANT	264.36						0.00		264.36
SECONDHAND SMOKE INITIATIVE	1,000.00						0.00		1,000.00
LIBRARY AID CH 78 SEC 19A	95,218.05		44,184.32				37,766.58		101,615.79
NEW HORIZONS FOR YOUTH	4,086.57						925.21		3,161.36
LIBRARY AID CH 139			915.61				0.00		915.61
FY03 COA FORMULA GRANT	1,350.01		31,784.00				33,134.01		0.00
SERVING TWEENS & TEENS (LIB)			13,800.00				6,896.29		6,903.71
HEALTHY EATING OLDER ADULTS			1,998.00				1,998.00		0.00
OTHER STATE GRANTS	161,814.16	2,356.34	180,273.93	0.00	0.00	5,230.00	177,934.95	0.00	171,739.48
OFF STREET PARKING	145,963.59					163,059.38	0.00	144,490.00	164,532.97
CEMETERY SALE OF LOTS FUND	5,227.33						0.00		5,227.33
SALE OF REAL ESTATE	18,870.00						0.00		18,870.00
WETLAND FILING FEES	71,856.06					41,059.50	0.00	6,000.00	106,915.56
RECEIPTS RESERVED FOR APPROPRIATION	241,916.98	0.00	0.00	0.00	0.00	204,118.88	0.00	150,490.00	295,545.86
ENGLISH PROFICIENCY	-204,304.72				211,753.13		0.00	7,448.41	0.00
SPED ENTITLEMENT	0.00				75,647.28		75,647.28		0.00
SPED ENTITLEMENT	0.00		978,498.00				1,224,875.42		-246,377.42
EARLY CHILDHOOD ALLOCATION	51.59						51.59		0.00
EARLY CHILDHOOD ALLOCATION			18,108.00				23,576.14		-5,468.14
SPED IMPROVEMENT	947.72				1,115.00		947.72	1,115.00	0.00
SPED IMPROVEMENT	0.00		39,261.00				37,545.74		1,715.26
SPED ASSISTANCE AND MONITORING	0.00		6,000.00				3,600.00		2,400.00
SPED SUMMER INSTITUTE	1,650.00						1,650.00		0.00
SPED MACS ALT ASSESSMENT 242	140.18		500.00		54.57		0.00	29.65	665.10
SPED MACS ALT ASSESSMENT 242	24.92				-24.92		665.10		-665.10
50/50 PROGRAM	43,596.00				9,118.39		0.00	52,714.39	0.00
CIRCUIT BREAKER	134,810.79		1,453,834.00				960,560.60		628,084.19
CH 70	-52,714.39						0.00	-52,714.39	0.00
DRUG FREE SCHOOLS	0.00						0.00		0.00
DRUG FREE SCHOOLS	0.00		22,892.00				22,892.00		0.00
DRUG FREE SCHOOLS	0.00						0.00		0.00
TITLE I READING	0.00		162,336.00				193,324.91		-30,988.91
Title VI	792.49				97.51		4,517.03	1,318.97	-4,946.00
Title V	0.00		4,946.00		792.49		792.49	-428.97	5,374.97
TECH LITENHANCED ED	1,723.67				-1,323.67		0.00	400.00	0.00
TECH LITENHANCED ED	0.00		4,130.00		1,723.67		5,723.67		130.00
TITLE 1	-31,020.36		47,390.00				16,369.64		0.00
KATRINA ASSISTANCE GRANT	43,670.00		5,670.00				49,340.00		0.00
PROFESSIONAL DEVELOPMENT	-22,565.52		24,900.00				2,334.48		0.00
PROF DEB TEACHER QUALITY 140	0.00		111,026.00				107,677.13		3,348.87
ACADEMIC SUPPORT	-2,700.00		2,700.00				0.00		0.00
ACADEMIC SUPPORT	0.00		4,700.00				4,700.00		0.00
AHS WORKFORCE GRANT	0.00		900.00				900.00		0.00
COMPASS GRANT	0.00						0.00		0.00
CORPORATE GRANTS	26,114.52						0.00	26,114.52	0.00



Town of Andover  
Special Revenue/Grants Rollforward  
Fiscal Year Ending June 30, 2007

FUND / TITLE	BALANCE 07/01/06	ENCUMBRANCE	INTERGOV'TAL	INTEREST	DFS	DEPART- MENTAL	TOTAL EXPEND	OFU	BALANCE 30-Jun-07
ANDOVER HIGH DONATIONS	374.03						0.00	374.03	0.00
ENGINEERING GRANT	13,372.00						0.00	13,372.00	0.00
OTHER GIFTS AND GRANTS	6,421.04						0.00	6,421.04	0.00
ANDOVER C A R E S	3,381.45						0.00	3,381.45	0.00
AIRS	17,317.61						0.00	17,317.61	0.00
COLLINS CTR REVOLVING	26,649.16						0.00	26,649.16	0.00
SANBORN GIFTS AND GRANTS	3,579.62						0.00	3,579.62	0.00
WEST MIDDLE GIFTS AND GRANTS	1,286.12						0.00	1,286.12	0.00
							0.00		0.00
REVOLVING FUNDS EDUCATION	12,597.92	0.00	2,887,791.00	0.00	298,953.45	0.00	2,737,690.94	108,378.61	353,272.82
ATHLETIC REVOLVING	20,916.54					313,816.50	317,492.56		17,240.48
REVOLVING FUNDS ATHLETIC	20,916.54	0.00	0.00	0.00	0.00	313,816.50	317,492.56	0.00	17,240.48
									0.00
CH44 SEC 53E 1/2 LEGAL NOTICES	58,962.86					105,564.33	92,580.03		71,947.16
CH44 SEC 53E 1/2 DCS REVOLVING	202,868.21	278.00				447,735.50	368,328.80		282,550.91
CH44 SEC 53E 1/2 YOUTH SERVICES	112,621.26	1,664.05				155,949.43	197,079.21		73,155.53
CH44 SEC 53E 1/2 ELDER SERVICES	66,559.80	105.00				94,850.50	93,322.15		68,193.15
CH44 SEC 53E 1/2 TITLE V HEALTH CLINICS	25,911.52					25,050.07	25,494.31		25,467.28
CH44 SEC 53E 1/2 LIBRARY AUDIOVISUAL	21,321.34					38,834.00	33,999.16		26,156.18
CH44 SEC 53E 1/2 FIELDS REVOLVING					24,999.55	54,712.65	50,247.55		29,464.65
CH44 SEC 53E 1/2 POLICE ANTENNAE	0.00				13,524.44	3,845.28	0.00		17,369.72
REVOLVING CHAPTER 44 53 E 1/2	488,242.99	2,047.05	0.00	0.00	38,523.99	926,541.76	861,051.21	0.00	594,304.58
FRONTAGE ROAD	3,855.66						0.00		3,855.66
FIELDS REVOLVING	24,999.55						0.00	24,999.55	0.00
RECYCLABLE BATTERY PROGRAM	1,253.84						0.00		1,253.84
P&F DAMAGE RESTITUTION	19,613.38					107,535.64	69,411.36		57,737.66
TOWN DAMAGE RESTITUTION	34,809.68						581.25		34,228.43
PUBLIC SAFETY DAMAGE REST	4,694.25					419.58	0.00		5,113.83
PUBLIC WORKS DAMAGE REST	21,745.75					12,620.99	23,412.42		10,954.32
LOST/DAMAGED BOOKS	17,864.84					7,376.42	14,631.19		10,610.07
OTHER REVOLVING FUNDS	128,836.95	0.00	0.00	0.00	0.00	127,952.63	108,036.22	24,999.55	123,753.81
CORPORATE GRANTS					25,774.36	26,736.42	33,786.80		18,723.98
ANDOVER HIGH DONATIONS					374.03		153.15		220.88
OTHER GIFTS AND GRANTS					6,271.04	25,795.00	25,921.04		6,145.00
ENGINEERING GRANT					13,372.00		9,569.76		3,802.24
EARLY CHILDHOOD REV	24,113.06					96,009.40	61,340.21		58,782.25
SCHOOL DAMAGE	1,160.00					15,620.24	0.00		16,780.24
COMMUNITY A.S.K. REVOLVING	2,252.09						0.00		2,252.09
PARENT TO PARENT REVOLVING	18,756.90					6,845.00	9,123.10		16,478.80
ANDOVER C A R E S					3,381.45	417.00	0.00		3,798.45
ANDOVER BUDDY CORPS	0.00						0.00		0.00
ALL DAY KINDERGARTEN	311,423.32					900,153.86	910,080.98		301,496.20
EXTRA CURRICULAR REV	54,849.39					198,077.81	191,661.42	3,753.99	57,511.79
INSTRUMENTAL MUSIC REVOLVING	9,886.76					13,672.00	9,428.42		14,130.34
FINE ARTS	16,138.10					71,365.25	67,646.19	2,273.15	17,584.01
PHYS ED REVOLVING	6,762.12					277.87	257.87	257.87	6,524.25
AIRS					17,317.61	174.00	366.24		17,125.37
LOST BOOKS	38,983.50					11,352.73	9,434.20	890.01	40,012.02
STUDENT TEACHER REVOLVING	0.00						0.00		0.00
COLLINS CTR REVOLVING					26,649.16	201,848.40	214,048.88	899.54	13,549.14
OUTSIDE ACTIVITIES REV	70,452.43					103,389.04	105,109.50	400.00	68,331.97
AND/LAW COLLAB. REV.	1,672.26					1,000.00	1,166.10		1,506.16
TRANSPORTATION REVOLVING	333,528.17					127,600.00	328,717.33		132,410.84
SANBORN GIFTS AND GRANTS					3,579.62	17,117.79	6,960.64	1,367.79	12,368.98
SOUTH SCHOOL GIFTS AND GRANTS						5,633.00	555.48		5,077.52
WEST ELEM GIFTS AND GRANTS						3,446.00	0.00		3,446.00
HIGH PLAIN GIFTS AND GRANTS						654.60	654.60		0.00
WOOD HILL GIFTS AND GRANTS						750.00	745.32		4.68
DMS ENGINEERING GIFTS AND GRANTS						19,000.00	34.81		18,965.19
WEST MIDDLE GIFTS AND GRANTS					1,286.12	1,925.00	2,580.90		630.22
GUIDANCE SERVICES						500.00	0.00		500.00
GRANTS ADMINISTRATION						45,000.00	40,410.56		4,589.44
OTHER SPECIAL REV FUNDS EDUCATION	889,978.10	0.00	0.00	0.00	98,005.39	1,894,360.41	2,029,753.50	9,842.35	842,748.05
FOOD SERVICES	235,874.61				15,949.19	1,433,020.79	1,650,307.68		34,536.91
OTHER SPECIAL REV FUNDS SCHOOL LUNCH	235,874.61	0.00	0.00	0.00	15,949.19	1,433,020.79	1,650,307.68	0.00	34,536.91
SHED CONTRIBUTIONS	7,263.81						0.00		7,263.81
VETERAN'S SERVICES GIFTS	2,140.69					700.00	-5.00		2,845.69
CABLE TV COMMUNITY ACCESS	623.97						394.73		229.24
VETERAN'S WORLD WAR 11 MEMORIAL	5.00						5.00		0.00
CABLE TV VERIZON						212,203.98	55,073.37		157,130.61
GIFT - FIREWORKS	2,186.62						2,000.00		186.62
PHILLIPS ACADEMY GIFT	801,581.34					111,885.94	0.00		913,467.28
OLD TOWN HALL RESTORATION	468.78						0.00		468.78
TOWN GIFT & DONATIONS	2,168.94					14,825.00	5,565.00		11,428.94

Town of Andover  
Special Revenue/Grants Rollforward  
Fiscal Year Ending June 30, 2007

FUND / TITLE	BALANCE 07/01/06	ENCUMBRANCE	INTERGOV'TAL	INTEREST	OFS	DEPART- MENTAL	TOTAL EXPEND	OFU	BALANCE 30-Jun-07
CONSERVATION GIFT	4,964.14						0.00		4,964.14
CONSERVATION TRAIL ACCOUNT	234.85						0.00		234.85
DCS-GIFT	3,875.68					1,069.63	0.00		4,945.31
YOUTH SERVICES GIFTS/CONTRIBUTIONS	74,094.96					69,285.77	31,025.99		112,354.74
COA SENIOR CONNECTIONS						81,093.00	58,289.82		22,803.18
COA SCHOLARSHIPS						5,000.00	0.00		5,000.00
DARE CONTRIBUTIONS	805.23						0.00		805.23
LIBRARY GIFTS & DONATIONS	34,256.19					15,135.00	5,166.50		44,204.69
HOME FOR THE AGED GIFT	54,039.81	175.02		2,314.82		2,500.00	4,277.35		54,752.30
CHOLESTEROL SCREENING	171.10					1,250.00	773.59		647.51
A24, 2005 ACCUM BENEFITS	275,646.29						275,646.29		0.00
AXX, 2006 ACCUM BENEFITS	400,000.00						247,283.48		152,716.52
A17 2007 ACCUM BENEFITS					300,000.00		0.00		300,000.00
BALLARDVALE HISTORIC DISTRICT	52.22						62.70		-10.48
POLICE GIFTS AND DONATIONS	5,000.00						0.00		5,000.00
FIRST TIME HOMEBUYERS	5,000.00					15,000.00	16,264.00		3,736.00
ANDOVER HOUSING PARTNERSHIP GIFT						2,500.00	11,125.00		-8,625.00
LOWELL ST/SHAWSHEEN TRAFFIC MITIGATION						5,000.00	0.00		5,000.00
SHINGLES PREV VACCINATION			30,000.00				14,535.00		15,465.00
TIMOTHY HORNE - GIFT AYS				2,049.96		150,000.00	0.00		152,049.96
OTHER SPECIAL REV FUNDS	1,674,579.62	175.02	30,000.00	4,364.78	300,000.00	687,448.32	727,502.82	0.00	1,969,064.92
	4,004,722.00	22,734.97	4,493,268.33	7,788.44	751,432.02	5,595,898.04	9,885,548.91	307,234.95	4,683,059.94
AGENCY ACCOUNTS									
MEALS TAX CAFETERIA	0.00					2,230.17	1,899.07		331.10
FISHING LICENSES TO STATE	0.00					6,456.25	6,458.75		-2.50
POLICE OFF DUTY	-155,925.00					960,449.00	857,900.00		-53,376.00
FIRE OFF DUTY	-5,956.54					56,480.00	57,280.00		-6,756.54
AMBULANCE AGENCY ACCOUNTS	-4,454.82					37,649.07	33,194.25		0.00
FIREARMS PERMITS	-0.50					13,212.50	13,212.50		-0.50
MEALS TAX ELDER SERVICES						1,167.93	1,059.37		108.56
	-166,336.86	0.00	0.00	0.00	0.00	1,077,644.92	971,003.94	0.00	-59,695.88
	3,838,385.14	22,734.97	4,493,268.33	7,788.44	751,432.02	6,673,542.96	10,856,552.85	307,234.95	4,623,364.06

TOWN OF ANDOVER, MASSACHUSETTS  
TRUST - CEMETERY - SPECIAL FUNDS  
IN CUSTODY OF THE TOWN TREASURER  
YEAR ENDING JUNE 30, 2007

FUND	BENEFICIARY	BALANCE July 1, 2006	DEPOSITS	OTHER	INCOME	DRAWN	BALANCE June 30, 2007
SPRING GROVE		902,139.57	17,420.00		45,071.83	25,000.00	939,631.40
SPRING GROVE FLOWERS		35,418.98			1,482.82	1,475.00	35,426.80
EMILINE LINCOLN	A.V.I.S	1,782.17			74.74		1,856.91
EMMA J. LINCOLN	A.V.I.S	976.31			40.96		1,017.27
CONSERVATION FUND	CONSERVATION	58,133.54			2,438.12		60,571.66
		60,892.02	0.00	0.00	2,553.82	0.00	63,445.84
J. GREELEY	LIBRARY	6,582.19			276.96		6,859.15
EMS BELL LIBRARY TRUST	LIBRARY	55,061.05			2,309.10		57,370.15
		61,643.24	0.00	0.00	2,586.06	0.00	64,229.30
STABILIZATION	TOWN	993,076.89		2,000,000.00	48,442.12		3,041,519.01
A. & A.V. LINCOLN	SPELLING BEE	1,014.70			42.24		1,056.94
A.J. LINCOLN	NEEDY CHILDREN	21,074.16			1,143.46		22,217.62
ALLEN	FLOWERS	262.79			11.01	15.00	258.80
AMERICAN LEGION	HIGH SCHOOL	1,149.31			48.19		1,197.50
BALLARDVALE MEMORIAL	FLOWERS	1,298.31			54.42	25.00	1,327.73
C.D. WOOD	MEMORIAL	1,228,429.91			51,519.75		1,279,949.66
CHRIS MAYNARD BOOKS	SOUTH SCHOOL	4,782.49			194.45	348.07	4,628.87
CONROY	HIGH SCHOOL	1,558.68			65.36		1,624.04
DAVID & LUCY SHAW	WELFARE	42,670.36			1,789.55		44,459.91
DRAPER	SCHOOL	15,342.33			643.43		15,985.76
E.I. RAYMOND	WELFARE/FLOWERS	2,617.19			109.77		2,726.96
ESTATE S.P. WHITE	SPRING GROVE	14,369.04			779.66		15,148.70
FARRINGTON	FLOWERS	1,767.60			74.07	15.00	1,826.67
HOLT	SCHOOL	698.97			29.32		728.29
JOHN CORNELL	WOOD & COAL	51,883.72			2,152.67	1,400.00	52,636.39
MARGARET G. TOWLE	PRINCIPAL	345,825.50					345,825.50
MARGARET G. TOWLE	INCOME	93,079.69			18,810.21	1,317.23	110,572.67
		438,905.19	0.00	0.00	18,810.21	1,317.23	456,398.17
POLICE DRUG ACCOUNT	POLICE	19,831.96		30,970.00	215.55	20,485.80	30,531.71
RAFTON (INTEREST)		598.50					598.50
RAFTON (PRINCIPAL)	SCHOLARSHIP	3,490.04		172.80	148.93		3,811.77
		4,088.54	0.00	172.80	148.93	0.00	4,410.27
RICHARDSON	SHAWSHEEN SCHOOL	4,235.08			86.24	2,921.83	1,399.49
SMART	FLOWERS	13,910.93			583.41	15.00	14,479.34
TAYLOR	FUEL	1,850.28			77.60		1,927.88
TOWN 400TH CELEBRATION		7,967.00			334.35		8,301.35
ELDERLY TAXATION FUND		3,541.98		6,015.06			9,557.04
W.L. RAYMOND	WELFARE	48,774.35			2,045.55		50,819.90
MUNICIPAL AFFORDABLE HOUSING		0.00		7,055.55	49.25		7,104.80
		3,985,195.57	17,420.00	2,044,213.41	181,145.09	53,017.93	6,174,956.14
INTERNAL SERVICE FUNDS							
INSURANCE	TOWN	229,059.71	42,368.00		12,748.24	42,368.25	241,807.70
UNEMPLOYMENT COMPENSATION		121,755.79	100,000.00		4,563.75	90,469.41	135,850.13
TOWN INSURANCE HEALTH		467,328.56	9,956,000.00	3,598,933.78	34,033.46	13,580,618.61	475,677.19
WORKERS COMPENSATION		87,739.41	100,000.00			46,431.00	141,308.41
TOTAL INTERNAL SERVICE FUNDS		905,883.47	10,198,368.00	3,598,933.78	51,345.45	13,759,887.27	994,643.43
GRAND TOTAL ALL TRUST FUNDS		4,891,079.04	10,215,788.00	5,643,147.19	232,490.54	13,812,905.20	7,169,599.57



DETAIL DEBT SCHEDULE BY FISCAL YEAR  
AS OF DECEMBER 01, 2007  
TOWN OF ANDOVER, MASSACHUSETTS

EXEMPT	ISSUE	ARTICLE	LOAN DATE	2008	2009	2010	2011	2012	2013-2017	2018-2022	2023-2027	2028	30-Jun-28
SCHOOL													
EXEMPT ADVANCE REFUNDING	ART 20-1, 1994		15-Jan-05	857,950.89	831,840.90	799,777.13	771,213.40	742,884.02	3,403,355.34				7,407,021.68
EXEMPT ADVANCE REFUNDING	ART 20-2, 1994		15-Jan-05	69,728.31	67,365.81	62,478.31	62,478.31	60,470.19	261,366.54				586,362.48
SCHOOL BONDS EXEMPT	ART 19, 1999		15-Dec-00	209,580.00	203,580.00	197,502.50	191,185.00	184,827.50	828,490.00	419,250.00			2,234,375.00
SCHOOL BONDS EXEMPT	ART 9, 2000		15-Dec-01	255,075.00	247,875.00	241,475.00	235,075.00	228,475.00	1,036,075.00	658,312.50			2,902,362.50
SCHOOL BONDS EXEMPT	ART 9, 2000		15-Dec-02	574,875.00	561,750.00	547,750.00	535,062.50	521,718.75	2,401,043.75	2,034,287.50	359,750.00		7,535,237.50
ADV REF 94/95 LOANS	VARIOUS		15-Jun-03	1,184,363.87	1,140,779.73	1,097,733.42	1,056,852.73	1,172,802.50	4,164,150.00				9,816,682.27
ADV REF 94/95 LOANS	VARIOUS		15-Jun-03	474,486.05	450,410.41	416,870.56	500,025.00	470,812.50					2,312,604.52
MIDDLE/EL SCHOOL	ART 9, 2000		1-Dec-05	284,325.00	282,425.00	275,643.75	224,925.00	229,687.50	1,090,512.50	1,018,068.75	651,562.50		4,057,150.00
TOTAL SCHOOL				3,910,364.12	3,785,026.87	3,641,705.68	3,576,796.94	3,611,677.96	13,184,993.13	14,219,918.75	1,010,312.50	0.00	36,851,795.95
PUBLIC SAFETY													
PUBLIC SAFETY CENTER	ART 18, 1999		15-Dec-00	498,600.00	484,800.00	470,775.00	456,150.00	441,525.00	1,986,900.00	1,320,000.00			5,658,750.00
PUBLIC SAFETY CENTER	ART 40, 2001		15-Dec-01	22,137.50	21,462.50	15,962.50	15,562.50	15,150.00	69,106.25	62,062.50			221,643.75
PUBLIC SAFETY CENTER	ART 16, 1999		15-Dec-01	405,531.26	394,506.26	384,706.28	374,906.28	364,800.01	1,661,228.13	1,369,243.75			4,954,921.93
PUBLIC SAFETY CENTER	ART 10-1, 2002		1-Dec-05	33,312.50	32,312.50	31,343.75	30,406.25	29,437.50	107,968.75				264,781.25
PUBLIC SAFETY CENTER	ART 10-1, 2002		1-Dec-07	1,509.38	1,798.76	1,718.76	1,531.25	1,356.26	34,150.00	29,446.91	10,400.00		106,031.38
TOTAL PUBLIC SAFETY				961,090.64	941,000.02	910,506.27	884,536.27	858,268.77	3,859,353.18	2,780,853.16	10,400.00	0.00	11,206,128.31
TOTAL EXEMPT DEBT				4,871,454.76	4,721,026.89	4,552,211.95	4,461,353.21	4,469,946.73	17,044,346.31	6,910,671.91	1,020,712.50	0.00	48,057,924.26
PUBLIC SERVICE ENTERPRISES													
WATER DEBT													
ADVANCE REFUNDING	ART 1A, 1987		15-Jan-05	246,926.43	234,057.81	204,750.00							685,734.24
ADVANCE REFUNDING	ART 1A, 1987		15-Jan-05	68,614.37	63,520.93	140,430.00							132,135.30
WATER DIST IMPROVEMENT	ART 24, 1996		15-Nov-97	151,470.00	146,010.00	134,730.00		128,925.00	123,000.00				824,565.00
WATER DIST IMPROVEMENT	ART 24, 1996		15-Dec-98	27,512.50	26,525.00	25,512.50							79,550.00
WATER MAINS	ART 61, 1998		15-Dec-98	55,025.00	53,050.00	51,025.00							159,100.00
FISH BROOK	ART 63, 1998		15-Dec-98	44,020.00	42,440.00	40,820.00							127,280.00
MAIN ST WATER DIST	ART 30, 2000		15-Dec-01	107,287.50	103,237.50	99,637.50	100,937.50	97,018.75					508,118.75
ADV REF 94/95 LOANS			15-Jun-03	85,938.36	81,147.75	94,210.54							261,296.65
ADV REF 94/95 LOANS			15-Jun-03	28,550.59	26,916.85	17,293.91							72,761.35
ADV REF 94/95 LOANS			15-Jun-03	136,730.31	130,482.62	124,277.58	118,285.88						509,776.39
WATER TREATMENT PLANT	ART 42, 2002		15-Dec-03	80,412.50	78,662.50	77,162.50	34,649.41	73,818.74	342,499.92	279,406.25	94,027.50		1,101,558.65
WATER TREATMENT PLANT	ART 20, 2003		15-Dec-03	163,000.00	159,500.00	156,500.00	153,312.50	149,812.50	695,875.00	597,775.00	208,950.00		2,284,725.00
WATER MAINS	ART 43, 2008		1-Dec-04	41,781.24	41,056.24	40,299.99	39,471.87	38,612.50	179,500.00	154,712.50	75,975.00		615,409.34
WATER MAINS	ART 20, 2008		15-Oct-06	88,325.00	86,325.00	84,325.00	82,325.00	80,325.00	371,625.00	323,437.50	274,975.00		1,391,562.50
WATER PLANT (WPAT)	ART 34, 2005		14-Dec-06	293,576.21	283,575.93	283,575.70	283,576.52	283,575.78	1,417,879.11	1,417,880.20	1,417,880.02		5,671,519.47
WATER PLANT (WPAT)	ART 20, 2003		1-Dec-07	28,211.88	131,883.76	128,843.76	124,031.26	121,406.26	567,562.55	497,015.66	400,137.50	71,443.75	2,068,538.38
WATER SYSTEM	ART 34, 2005		1-Dec-07	19,187.50	83,375.00	85,375.00	83,500.00	81,750.00	382,437.50	335,406.25	285,812.50	51,031.25	1,411,962.50
WATER SYSTEM	ART 41, 2005		1-Dec-07	918.75	6,937.50	6,537.50	6,350.00	6,175.00	26,243.75	5,100.00			60,962.50
TOTAL WATER				1,697,527.08	1,820,718.19	1,694,977.51	1,236,738.68	1,051,419.53	4,108,622.83	3,610,733.36	2,761,757.52	122,475.00	18,114,969.66
SEWER													
ADVANCE REFUNDING	ART 28, 1989		15-Jan-05	47,309.20									93,355.46
SEWER PIGLIM/PIONEER	ART 32, 1997		15-Nov-97	10,225.00	46,048.26								10,225.00
SEWER MAYFLOWER	ART 35, 1997		15-Dec-98	58,272.50	56,100.00								114,372.50
SEWER BROOK/CHESTNUT	ART 33, 1998		15-Dec-98	56,460.00	54,485.00								197,687.50
SEWER BALMORAL	ART 51, 1998		15-Dec-98	12,030.00	11,635.00								59,382.50
SEWER CONST BEACON ST	ART 43, 1999		15-Nov-99	39,068.76	37,471.88								112,371.89
SEWER SOUTH MAIN ST	ART 41, 1999		15-Dec-01	414,062.50	402,812.50	392,812.50	382,812.50	372,500.00	1,696,406.25	1,403,437.50			5,064,843.75
SEWER SOUTH MAIN ST	ART 13, 2000		15-Dec-01	281,562.50	273,912.50	267,112.50	260,312.50	253,300.00	1,153,556.25	954,337.50	205,000.00		3,444,093.75
SEWER SOUTH MAIN ST	ART 41, 1999		1-Dec-02	328,500.00	321,000.00	313,000.00	305,750.00	298,125.00	1,372,025.00	1,162,450.00	51,250.00		4,305,850.00
SEWER ROGERS BROOK	ART 42, 1999		1-Dec-02	82,125.00	80,250.00	78,250.00	76,437.50	74,531.25	343,006.25	290,612.50	313,425.00		1,076,462.50
SEWER	ART 41, 1999		15-Dec-03	244,500.00	239,250.00	234,750.00	229,988.75	224,718.75	1,043,812.50	896,662.50	428,347.50		3,933,661.30
SEWER	ART 42, 1999		15-Dec-03	258,125.00	252,875.00	248,509.38	243,084.38	238,084.38	1,132,981.29	1,121,363.75	618,850.00		2,461,537.50
SEWER	ART 41, 1999		15-Dec-03	167,125.00	164,225.00	161,200.00	157,887.50	154,450.00	718,000.00	618,850.00	319,900.00		1,391,662.50
SO MAIN ST SEWER	ART 2A, 2004		15-Oct-06	86,325.00	86,325.00	84,325.00	82,325.00	80,325.00	371,625.00	323,437.50	274,975.00		1,411,962.50
SEWER	ART 41, 1999		15-Oct-06	335,917.50	333,217.50	330,317.50	326,317.50	322,317.50	1,508,787.50	1,288,658.75	1,095,900.00		5,574,473.75
SEWER	ART 35, 2004		15-Dec-07	23,487.50	110,675.00	108,075.00	105,637.50	103,366.20	464,012.50	402,487.50	342,975.00	61,237.50	1,721,950.00
SEWER	ART 41, 1999		15-Dec-07	85,406.85	389,333.70	382,393.70	383,781.20	383,906.20	1,734,649.75	1,487,909.17	1,258,337.41	193,918.74	6,271,656.72
SO MAIN ST SEWER	ART 2A, 2004		15-Dec-07	2,551,736.06	2,906,021.84	2,804,489.95	2,605,489.33	2,533,295.58	11,730,081.04	10,117,909.81	4,437,016.20	25,515.63	705,937.56
TOTAL PUBLIC SERVICE ENTERPRISES				4,249,263.14	4,726,739.99	4,499,467.46	3,842,228.01	3,594,715.11	15,838,703.87	13,728,643.17	7,198,773.72	403,146.87	58,081,981.34

DETAIL DEBT SCHEDULE BY FISCAL YEAR  
AS OF DECEMBER 01, 2007  
TOWN OF ANDOVER, MASSACHUSETTS

ISSUE	ARTICLE	LOAN DATE	2008	2009	2010	2011	2012	2013-2017	2018-2022	2023-2027	2028	30-Jun-28
<b>GENERAL FUND NON-EXEMPT SCHOOL DEBT</b>												
ART 44, 1996	ART 44, 1996	15-Jan-05	11,706.76	11,234.26	10,751.76	10,256.76	9,756.76					53,706.30
ART 23, 1996	ART 23, 1996	15-Nov-97	130,270.00	194,110.00	195,970.00	89,820.00	85,950.00					778,120.00
ART 23, 1996	ART 23, 1996	15-Dec-98	143,032.50	137,700.00				82,000.00				280,732.50
ART 69, 1998	SCHOOL RENOVATIONS	15-Dec-98	89,680.00	86,520.00								296,660.00
ART 70, 1998	TRUCK/WINDOWS	15-Dec-98	90,705.00	87,545.00	122,460.00	147,972.50						326,222.50
ART 28-2, 2002	SCHOOL BUILDINGS	15-Dec-03	87,575.00	85,405.00	83,545.00	81,568.75	79,398.75	364,017.50	129,053.00			910,563.00
ART 12, 2002	WEST EL - ASBESTOS	15-Dec-03	141,250.00	137,750.00	134,750.00	131,562.50	128,062.50	587,125.00	208,150.00			1,468,650.00
ART 28, 2004	COLLINS CTR HVAC	1-Dec-05	51,637.50	50,237.50	48,881.25	47,568.75	48,212.50	210,456.25	94,800.00			549,793.75
ART 11, 2005	SCHOOL RENOVATIONS	1-Dec-05	87,237.50	83,300.00	83,300.00	81,425.00	79,487.50	317,956.25				1,319,831.25
ART 12, 2005	SCHOOL SAFETY	15-Oct-06	88,200.00	65,800.00	63,400.00	56,100.00						253,500.00
ART 12, 2002	WEST EL - ASBESTOS	15-Oct-06	22,565.00	21,965.00	18,465.00	16,065.00	15,665.00	72,325.00	62,687.50	43,195.00		270,932.50
ART 16, 2008	SCHOOL HVAC	15-Dec-07	3,762.50	20,265.00	19,745.00	19,257.50	18,802.50	87,171.25	14,280.00			261,915.00
ART 12, 2002	SCHOOL HVAC	15-Dec-07	1,871.88	13,543.76	13,143.78	12,768.76	12,418.76	38,237.55	28,446.91	5,100.00		125,531.38
ART 17, 2008	WEST EL ASBESTOS	15-Dec-07	4,690.63	28,981.26	28,181.26	27,431.26	26,731.26	104,537.55	85,340.66	15,300.00		321,193.88
ART 11, 2005	SCHOOL RENOVATIONS	15-Dec-07	9,375.00	53,050.00	51,650.00	50,337.50	49,112.50	227,143.75	175,781.25	30,600.00		647,050.00
<b>TOTAL SCHOOL</b>			943,379.27	1,079,344.28	1,020,215.53	624,161.78	551,598.03	2,141,013.85	1,180,846.82	325,662.50	0.00	7,866,402.06
<b>STREET</b>												
ART 30, 1997	ROAD IMPROVEMENTS	15-Nov-97	51,125.00									51,125.00
ART 59, 1998	HUSSEY BROOK/RIVER ST	15-Dec-98	10,595.00	10,200.00								20,795.00
ART 54, 2000	ROAD BONDS LINCOLN CR	15-Dec-00	23,330.00	22,410.00								87,715.00
ART 25, 2003	RED SPRING ROAD BRIDGE	1-Dec-04	54,548.26	53,241.26	51,860.01	50,389.38	48,842.50	88,007.50				346,906.91
ART 74, 1999	MAIN STREET STREETScape	1-Dec-05	16,075.00	10,575.00	10,187.50							36,837.50
ART 33, 2005	MORANE STREET	1-Dec-05	27,812.50	26,812.50	25,843.75							90,656.25
ART 51, 2005	CHESTNUT SIDEWALK	15-Oct-06	218,560.00	193,400.00	186,600.00	179,800.00	163,200.00	104,125.00	62,687.50	43,195.00		941,560.00
ART 54, 2005	BRIDGE CONSTRUCTION	15-Oct-06	24,565.00	23,965.00	23,365.00	22,765.00	22,165.00					331,732.50
ART 74, 1999	HIGHWAY	15-Dec-07	575.00	10,950.00	10,550.00	5,262.50	5,087.50					32,425.00
<b>TOTAL STREET</b>			427,183.78	351,553.76	329,901.26	288,904.38	244,195.00	192,132.50	62,687.50	43,195.00	0.00	1,939,753.16
<b>MUNICIPAL FACILITIES</b>												
ART 45, 1996	HILL ADVANCE REFUNDING	15-Jan-05	23,413.54	22,468.54	21,503.54	20,513.53	19,513.53					107,412.88
ART 24, 1997	PEARSON ST ACQ	15-Dec-98	21,190.00	20,400.00								41,590.00
ART 58, 1998	TOWN BUILDING RENOVATION	15-Dec-98	68,667.50	68,300.00								20,795.00
ART 36, 1998	SENIOR CENTER	15-Dec-98	111,625.00	107,062.50	102,375.00	93,687.50	81,700.00					135,187.50
ART 45, 1999	TOWN BUILDING RENOVATION	15-Nov-99	56,025.00	56,025.00	53,687.50	51,250.00	48,970.00					321,062.50
ART 24, 2000	TOWNSCHOOL BLDG PROJECTS	15-Dec-00	95,000.00	91,400.00	88,200.00	85,000.00	81,700.00					219,287.50
ART 26, 2000	DPW BUILDINGS	15-Dec-01	35,625.00	34,275.00	33,075.00	31,875.00	30,637.50					165,487.50
ART 39, 2001	BRIDGES/BUILDINGS	15-Dec-01	11,300.00	11,020.00	10,780.00	10,525.00	10,245.00	48,970.00	16,652.00			117,482.00
ART 28-1, 2002	PUBLIC BUILDINGS	15-Dec-03	111,331.50	108,537.50	106,137.50	98,671.88	96,046.88	440,343.79	156,112.50			1,117,187.55
ART 32, 2001	SENIOR CENTER PLANS	15-Dec-03	87,800.00	84,600.00	81,500.00	78,400.00	75,300.00					253,900.00
ART 34, 2004	TOWN HVAC	15-Dec-05	4,692.75	25,367.50	24,730.00	24,135.00	23,540.00	111,728.75	92,050.00	16,320.00		325,072.50
ART 46, 2005	TOTAL MUNICIPAL FACILITIES	15-Dec-07	639,772.29	638,336.04	522,626.04	322,565.41	262,277.91	599,042.54	264,814.50	16,320.00	0.00	3,265,754.73
<b>PUBLIC SAFETY</b>												
ART 55, 1997	FIRE TRUCK	15-Dec-98	84,760.00	81,600.00								166,360.00
ART 16, 1999	PUBLIC SAFETY FACILITY	15-Nov-99	223,250.00	214,125.00	204,750.00	19,801.98						642,125.00
ADV REF 94/95	FIRE TRUCK	15-Jun-03	22,881.88	21,838.87	20,802.97							85,325.70
ART 31, 2004	FIRE TRUCK	1-Dec-04	58,130.00	56,970.00	55,760.00	54,435.00	53,060.00	243,600.00	127,380.00			649,335.00
ART 37, 2006	FIRE TRUCK	15-Dec-07	8,231.25	50,762.50	49,362.50	48,050.00	46,825.00	192,900.00	164,681.25			560,812.50
<b>TOTAL PUBLIC SAFETY</b>			397,253.13	425,296.37	330,675.47	122,286.98	99,885.00	436,500.00	292,061.25	0.00		2,103,958.20
<b>LAND ACQUISITION</b>												
ART 62, 1993	LAND ACQUISITION	15-Dec-98	63,570.00	61,200.00								124,770.00
ART 53, 1996	LAND ACQUISITION	15-Dec-98	116,545.00	112,200.00								228,745.00
ART 9A, 1996	LAND ACQUISITION	15-Dec-98	147,640.00	142,900.00	510,250.00	15,937.50	15,318.75					800,790.00
ART 19, 2001	LAND ACQUISITION	15-Dec-01	17,812.50	17,131.50	16,531.50	15,937.50	15,318.75					82,743.75
ART 23, 2002	LAND ACQUISITION	15-Jun-03	83,362.50	82,112.50	80,600.00	78,943.75	77,225.00	359,000.00	309,425.00	159,950.00		1,230,818.75
ART 32, 2000	LAND ACQUISITION	15-Jun-03	129,385.00	127,065.00	124,645.00	121,995.00	119,245.00	543,202.50	453,012.50	184,362.50		1,802,812.50
ART 12, 2001	LAND ACQUISITION	15-Jun-03	109,040.00	99,640.00	97,240.00	94,840.00	92,440.00	426,200.00	349,872.50	237,572.50		1,499,845.00
ART 23, 2002	LAND ACQUISITION	15-Jun-03	13,800.00	13,400.00	13,000.00	12,600.00	12,200.00	55,000.00				520,000.00
ART 3A, 2002	LAND ACQUISITION	15-Jun-03	8,671.88	8,431.76	8,184.37	7,939.26	7,693.12	182,000.05	158,484.41	115,300.00		526,081.36
ART 3A, 2007	16 PEARSON ST	15-Jun-03	7,462.50	39,425.00	38,425.00	37,425.00	36,425.00	148,650.00	130,037.50	110,200.00		536,850.00
ART 4A, 2007	37 PEARSON ST	15-Jun-03	9,628.13	48,656.26	47,456.26	46,331.26	45,281.26	186,412.55	162,546.91	137,750.01		694,062.64
ART 5A, 2007	15 BLANCHARD ST	15-Jun-03	40,293.75	183,487.50	179,287.50	175,350.00	171,675.00	803,118.75	704,353.14	600,206.29	107,165.63	2,964,937.56
ART 51, 2007	TOTAL LAND ACQUISITION	15-Jun-03	740,411.26	969,067.52	1,148,285.02	618,478.77	604,291.27	2,713,783.85	2,267,731.96	1,545,341.30	107,165.63	10,714,556.56
<b>OTHER</b>												
ART 47, 1996	PARK ADVANCE REFUNDING	15-Jan-05	11,706.76	11,234.25	10,751.76	10,256.76	9,756.76					53,706.29
ART 25, 1995	REC PARK IMPROVE	15-Nov-97	20,910.00	20,910.00								31,140.00
ART 44, 1999	LANDFILL CLOSURE	15-Oct-06	49,062.50	47,862.50	46,662.50	45,462.50	44,262.50	180,812.50	156,718.75	107,987.50		678,831.25
<b>TOTAL OTHER</b>			81,679.26	69,326.72	57,414.26	55,719.26	54,019.26					763,677.54
<b>TOTAL GENERAL FUND NON-EXEMPT</b>			3,229,658.97	3,532,924.72	3,409,117.58	2,032,116.58	1,816,266.47	6,253,285.24	4,224,860.78	2,038,506.30	107,165.63	26,634,102.27
<b>GRAND TOTAL</b>			12,350,576.87	12,986,691.60	12,460,796.99	10,335,697.80	9,880,928.31	39,146,335.42	24,864,375.66	10,257,992.52	510,312.50	132,793,707.87



TOWN OF ANDOVER, MASSACHUSETTS  
ANALYSIS OF BONDS AUTHORIZED AND OUTSTANDING  
June 30, 2007 (Post 12/01/2007 Issue)

ARTICLE	PROJECT NAME	AUTHORIZATION June 30, 2007	NEW AUTH'TION	DECREASES	AUTHORIZATION December 1, 2007
ART 41, 1999	SEWER CONSTRUCTION - SO MAIN ST	4,498,000.00		4,498,000.00	0.00
ART 44, 1999	LANDFILL CLOSURE	1,700,000.00		0.00	1,700,000.00
ART 74, 1999	MAIN STREET STREETScape	254,000.00		30,000.00	224,000.00
ART 12, 2001	LAND ACQUISITION LOWELL JCT RD	900,000.00		0.00	900,000.00
ART 10-1, 2002	PUBLIC SAFETY CENTER (ADD'L FUNDING)	580,000.00		80,000.00	500,000.00
ART 11, 2002	NEW SCHOOL ADDITIONAL FUNDING	350,000.00		0.00	350,000.00
ART 12, 2002	WEST ELEMENTARY ASBESTOS REMOVAL	100,000.00		100,000.00	0.00
ART 23, 2002	CONSERVATION FUND	400,000.00		0.00	400,000.00
ART 48, 2002	MAIN STREET IMPROVEMENTS	269,500.00		0.00	269,500.00
ART 20, 2003	WATER TREATMENT PLANT IMPROVEMENTS	1,472,000.00		1,472,000.00	0.00
ART 32, 2004	SENIOR CENTER PLANS	30,000.00		0.00	30,000.00
ART 35, 2004	SO MAIN/ROGERS BROOK SEWER	1,250,000.00		1,250,000.00	0.00
ART 2A, 2004	SOUTH MAIN AREA SEWERS	1,500,000.00		500,000.00	1,000,000.00
ART 11, 2005	SCHOOL BUILDING RENOVATIONS/REPAIRS	500,000.00		500,000.00	0.00
ART 34, 2005	WATER TREATMENT PLANT IMPROVEMENTS	1,833,365.00		1,000,000.00	833,365.00
ART 41, 2005	FISHBROOK PUMPING STATION	300,000.00		50,000.00	250,000.00
ART 17 2006	SCHOOL ROOF REPLACEMENTS	1,115,000.00		250,000.00	865,000.00
ART 33 2006	REPAIR/REPLACEMENT SANITARY SEWER	500,000.00		0.00	500,000.00
ART 37 2006	FIRE PUMPER TRUCK	440,000.00		440,000.00	0.00
ART 43 2006	LANDFILL CAP/LEDGE ROAD	500,000.00		0.00	500,000.00
ART 46 2006	TOWN HVAC REPLACEMENTS	250,000.00		250,000.00	0.00
ART 46 2006	SCHOOL HVAC REPLACEMENTS	200,000.00		200,000.00	0.00
ART 15, 2007	SCHOOL ROOF REPLACEMENT	2,980,000.00		0.00	2,980,000.00
ART 27, 2007	TOWN BUILDING MAINT/IMPROVE	955,000.00		0.00	955,000.00
ART 28, 2007	SCHOOL BUILDING MAINT/IMPROVE	1,065,000.00		0.00	1,065,000.00
ART 36, 2007	DASCOMB/OSGOOD SEWER	200,000.00		0.00	200,000.00
ART 2A, 2007	ACQUIRE 16 PEARSON ST	455,000.00		455,000.00	0.00
ART 3A, 2007	ACQUIRE 18 PEARSON ST	390,000.00		390,000.00	0.00
ART 4A, 2007	ACQUIRE 37 PEARSON ST	505,000.00		505,000.00	0.00
ART 41, 2007	KIRKLAND DRIVE SEWER	250,000.00		0.00	250,000.00
ART 51, 2007	ACQUIRE 15 BLANCHARD ST	2,100,000.00		2,100,000.00	0.00
ART 52, 2007	BRIDGE REPAIRS	100,000.00		0.00	100,000.00
ART 64, 2007	SHAWSHEEN PUMPING STATION	750,000.00		0.00	750,000.00
		<u>28,691,865.00</u>	<u>0.00</u>	<u>14,070,000.00</u>	<u>14,621,865.00</u>



**ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007**

Agreeably to a Warrant signed by the Selectmen on March 6, 2007 the Inhabitants of said Town who are qualified to vote in Elections and Town Affairs to meet and assemble at the designated polling place. All nine precincts: Precincts One, Two, Three, Four, Five, Six, Seven, Eight, and Nine are to vote at the Collins Field House, Andover High School, Shawsheen Road, in said Andover, on

**TUESDAY, THE TWENTY- SEVENTH DAY OF MARCH, 2007**

at seven o'clock A.M. to eight o'clock P.M. to act upon the following articles:

Pursuant to the foregoing Warrant, I subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each school house and in no less than five other public places where bill and notices are usually posted and by publication in Andover Townsman. Said Warrants have been posted and published fourteen days.

Ronald Bertheim  
Constable

**ARTICLE 1.** To elect a Moderator for one year, two Selectmen for three years, two School Committee members for three years and one member of the Andover Housing Authority for one year.

All of the above candidates are to be voted on one ballot. The polls will be open from seven o'clock A.M. to eight o'clock P.M.

After the final action on the preceding Article One, the said meeting shall stand adjourned by virtue of Chapter 39, Section 20 of the Massachusetts General Laws, to Monday, April 23, 2007, at seven o'clock P.M. in the Collins Field House, Andover High School, Shawsheen Road, in said Andover, then and there to begin acting upon articles that follow in this warrant.

**ADJOURNED ANNUAL TOWN MEETING**

**APRIL 23, 2007**

The check lists were used at the entrance and showed eight hundred and ninety seven (897) voters admitted to the meeting.

Sheila M. Doherty, Moderator, called the meeting to order at 7:00 P.M.

The American Legion Post 8 presented the posting of the Flag.

The opening prayer was giving by Rev. Calvin Muti, South Church, Central Street.

There was a moment of silence for the deceased that have worked and lived in the Town.

The Salute to the flag was led by Alex J. Vispoli, Chairman, Board of Selectmen.

## ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

The Sr. Center Chorus, the Sunrise Singers, directed by Linda Kirk, sang the opening song "America", written by Samuel Francis Smith while living in the Town of Andover.

Upon unanimous consent it was VOTED to admit eighty-three (83) non-voters to the meeting and escort non-voters to the non-voting section thereafter.

### **AWARDS:**

James D. Doherty, retired Moderator for the Town of Andover for 29 years, was presented a recognition ward from his daughter, Sheila M. Doherty, newly elected Moderator this past March. Mr. Doherty was presented with a Town scenic mirror for his years of service to the Town, for not only his service as Moderator, but also his service as playground supervisor, election worker, election Warden and the countless committees he has help and or chaired for the Town of Andover.

John P. Hess, retired Selectman, serving from 1997 through March of 2007, was presented with an award of appreciation for his years of serving, not only as a Selectman, but also for serving on the Andover Housing Authority and numerous other committees during his public service to the Town.

Upon motion made by Stephani Traina Goldshein, President of the League of Women Voters, and duly seconded, it was voted by a Majority vote that a time limit of five minutes would be imposed during the 2007 Town Meeting for presenters and that audience speakers would be limited to three minutes. Speakers needing additional time may appeal to the Moderator for more time.

The Moderator announced various house keeping issues to the meeting members, including turning off cell phones, the order of speakers for the meeting, use of Pro and Con Microphones, the location of microphones, stage participants and the location of voting sections.

The Moderator announced there would be no smoking, food or drinks (except water) in the Gymnasium.

The Moderator introduced Atty. Christopher Vrontas as the Town Meeting "Ombudsman", and reminded meeting members that he would help them with questions on Town Meeting procedures and amendments to articles.

Upon motion made and duly seconded, it was VOTED by unanimous consent to dispense with the reading of the Warrant and return of service of the Constable.

Upon motion made and duly seconded, it was VOTED by unanimous consent that the Moderator refer to the warrant articles by number and subject matter.

**ARTICLE 1.** To elect a Moderator for one year, two Selectmen for three years, two School Committee members for three years and one member of the Andover Housing Authority for one year.

## ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

All candidates above were voted for on one ballot on March 27, 2007. The Polls were open from 7:00 A.M. to 8:00 P.M.

Town Clerk, Randall L. Hanson, declared the successful candidates to be as follows:

<b>Moderator</b>	<b>For One Year</b>	<b>Sheila M. Doherty</b> <b>9 Juniper Road</b>
<b>Board of Selectmen</b>	<b>For Three Years</b>	<b>Alex J. Vispoli</b> <b>7 Alison Way</b> <b>Gerald Stabile, Jr.</b> <b>8 Blueberry Hill Road</b>
<b>School Committee</b>	<b>For Three Years</b>	<b>Richard J. Collins</b> <b>117 Lovejoy Road</b> <b>Debra Silberstein</b> <b>28 Burton Farm Road</b>
<b>Andover Housing Authority</b>	<b>For One Year</b>	<b>Janice Burkholder</b> <b>22 Arundel Street</b>

### **Election Not Required by Ballot**

**ARTICLE 2.** To elect all other officers not required by law to be elected by ballot or take any other action related there.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED that Barbra Brandt-Saret, 9 Delphi Circle, be elected Trustee of the Cornell Fund for three years, and that Richard J. Bowen, 12 Bannister Road, be elected Trustee of the Cornell Fund for one year by a Majority vote.

### **Salaries of Elected Officials**

**ARTICLE 3.** To establish the salaries of the elected officers for the ensuing year or take any other action related thereto.

On request of the Town Clerk

Upon motion made and duly seconded it was VOTED by a Majority vote that the salaries of the elected Town Officers be established as follows:

Town Moderator -	\$250.00 for each Annual Town Meeting and \$60.00 for each Special Town Meeting except when it falls within the Annual Town Meeting.
Selectmen -	Chairman - \$1,800.00 Members - \$1,500.00
School Committee -	Chairman - \$1,800.00 Members - \$1,500.00



ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

The Town Clerk presided over the vote for the Moderator's salary.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**FY-2008 Budget**

**ARTICLE 4.** To see if the Town will vote to determine what sums of money the Town will raise and appropriate, including appropriations from available funds, to defray charges and expenses of the Town, including debt and interest, and to provide for a reserve fund for the Fiscal Year beginning July 1, 2007 and ending June 30, 2008 or take any other action related thereto.

On request of the Town Manager

**ARTICLE 4 - 2007 ANNUAL TOWN MEETING**

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

1	PERSONAL SERVICES	2,266,361
2	OTHER EXPENSES	<u>1,195,718</u>
	TOTAL	3,462,079

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

3	PERSONAL SERVICES	1,393,389
4	OTHER EXPENSES	<u>137,004</u>
	TOTAL	1,530,393

including 6,000 from wetland filing fees

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

5	PERSONAL SERVICES	706,840
6	OTHER EXPENSES	<u>276,845</u>
	TOTAL	983,685

including 520,000 and 52,605 in receipts from Community Services and Youth Services programs and activities.

ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

7	PERSONAL SERVICES	548,072
8	OTHER EXPENSES	<u>146,454</u>
	TOTAL	694,526

including 72,4000 in grants and 55,000 in user fees.

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

9	PERSONAL SERVICES	3,009,979
10	OTHER EXPENSES	<u>1,316,305</u>
	TOTAL	4,326,284

including 70,000 in rental receipts, 30,000 from perpetual care income and 57,000 from cemetery fees.

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

11	PERSONAL SERVICES	12,149,807
12	OTHER EXPENSES	<u>1,225,730</u>
	TOTAL	13,375,537

including 150,028 in parking receipts, 60,000 in detail fees, and 850,000 in ambulance collections.

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

13	PERSONAL SERVICES	1,613,408
14	OTHER EXPENSES	<u>3,939,078</u>
	TOTAL	5,552,486

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

15	PERSONAL SERVICES	2,019,141
16	OTHER EXPENSES	<u>587,387</u>
	TOTAL	2,606,528

ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

17	COMPENSATION FUND	0
18	RESERVE FUND	<u>200,000</u>
	TOTAL	200,000

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

19	PERSONAL SERVICES	44,762,902
20	OTHER EXPENSES	<u>12,414,940</u>
	TOTAL	57,177,842

including \$300,000 in Medicaid receipts

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

21	PERSONAL SERVICES	374,186
22	OTHER EXPENSES	<u>1,782,250</u>
	TOTAL	2,156,436

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

23	PERSONAL SERVICES	1,719,708
24	OTHER EXPENSES	<u>2,484,850</u>
	TOTAL	4,204,558

including 450,000 from Water reserves

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

25	GREATER LAWRENCE ASSESSMENT	<u>381,200</u>
	TOTAL	381,200

Upon Motion made and duly seconded, it was voted to raise and appropriate the following sums of money by a Majority Vote:

26	DEBT SERVICE	12,416,127
27	GENERAL INSURANCE	669,000



**ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007**

28	UNEMPLOYMENT	
	COMPENSATION	100,000
29	RETIREMENT FUND	4,393,953
30	HEALTH INSURANCE FUND	<u>10,447,000</u>
	TOTAL	28,026,080
GRAND TOTAL		124,677,634
less dedicated Revenues		<u>(2,673,033)</u>
NET TOTAL		122,004,601

Finance Committee Report: Approval  
Selectmen Report: Approval  
School Committee Report: Approval

**ARTICLE 4 - 2007 ANNUAL TOWN MEETING**  
**SPECIAL ARTICLES**

**SPECIAL ARTICLES - FREE CASH**

Article 8      Free Cash FY 2008      \$712,000.00

**SPECIAL ARTICLES FROM FREE CASH**

Article 7	Health Insurance Fund	\$350,000.00
	Unemployment Compensation Fund	\$100,000.00
	General Insurance Fund	\$42,368.00
Article 13	Stabilization Fund	\$2,000,000.00
Article 19	Accumulated Employee Benefit Account	\$300,000.00
Article 38	Acquire Granli Drive	\$2,000.00
Article 39	Shawsheen River Foot Bridge	\$15,000.00
Article 62	Fireworks	<u>\$11,000.00</u>
TOTAL		\$2,820,368.00

**SPECIAL ARTICLES - TRANSFER OF FUNDS**

NONE

**RESCIND BOND AUTHORIZATIONS**

NONE

**ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007**

**SPECIAL ARTICLES - BORROWING**

<b>Article 15</b>	School Roof Replacements	<b>\$2,980,000.00</b>
<b>Article 27</b>	Town Building /Renovation	<b>\$955,000.00</b>
<b>Article 28</b>	School Building Maintenance/Renovation	<b>\$1,065,000.00</b>
<b>Article 36</b>	Dascomb Road/Osgood Street Sewer Extension	<b>\$200,000.00</b>
<b>Article 41</b>	Kirkland Drive Sewer	<b>\$250,000.00</b>
<b>Article 51</b>	Acquisition of 15 Blanchard Street	<b>\$2,100,000.00</b>
<b>Article 52</b>	Bridge Repairs	<b>\$100,000.00</b>
<b>Article 64</b>	Shawsheen Sewer Pumping Station	<b><u>\$750,000.00</u></b>
<b>TOTAL</b>		<b>\$8,400,000.00</b>

**UNEXPENDED APPROPRIATIONS**

<b>Article 9</b>	Transfer of Funds From the Following Warrant Articles:	
	Article 19, 1999 - Architectural Plans /New Middle Elementary Schools	<b>\$80,023.63</b>
	Article 50, 2002 - Dascomb Road Traffic Signals	<b><u>\$65,938.08</u></b>
<b>TOTAL</b>		<b>\$145,961.71</b>
	to be appropriated to the following:	
	Repairs to Bancroft/West Elementary Schools	<b>\$80,023.63</b>
	Bridge Repairs	<b><u>\$65,938.08</u></b>
<b>TOTAL</b>		<b>\$145,961.71</b>

**SPECIAL ARTICLES - CHAPTER 44 SEC. 53 1/2 REVOLVING ACCOUNTS**

<b>Article 14 A</b>	Community Development and Planning Department	<b>\$70,000.00</b>
<b>Article 14 B</b>	Memorial Hall Library -Lost/Damaged Materials	<b>\$20,000.00</b>
<b>Article 14 C</b>	Health Clinic	<b>\$30,000.00</b>
<b>Article 14 D</b>	Division of Community Services	<b>\$350,000.00</b>
<b>Article 14 E</b>	Division of Youth Services	<b>\$225,000.00</b>
<b>Article 14 F</b>	Field Maintenance	<b>\$80,000.00</b>
<b>Article 14 G</b>	Division of Elder Services	<b>\$200,000.00</b>
<b>Article 14 H</b>	Public Safety	<b>\$50,000.00</b>
<b>Article 14 I</b>	Memorial Hall Library Audio/Visual	<b>\$36,000.00</b>
<b>Article 14 J</b>	School Photocopy Fees	<b>\$7,000.00</b>
<b>Article 14 K</b>	Solid Waste	<b><u>\$15,000.00</u></b>
<b>TOTAL</b>		<b>\$1,083,000.00</b>

**SPECIAL ARTICLES FROM TAXATION**

Article 5	Capital Projects Fund	<u>\$1,781,000.00</u>
TOTAL		\$1,781,000.00

**SPECIAL ARTICLES FROM STABILIZATION FUND**

NONE

**SPECIAL ARTICLES FROM WATER RESERVES**

Article 35	Vehicle Replacement	\$120,000.00
Article 46	Water Distribution Improvements	\$500,000.00
Article 47	Pump Replacements	\$250,000.00
Article 54	Andover Salt Balance Study	<u>\$50,000.00</u>
		\$920,000.00

**SPECIAL ARTICLES FROM CONSERVATION FUND**

NONE

**SPECIAL ARTICLES FROM OVERLAY SURPLUS**

NONE

**SPECIAL ARTICLES FROM PARKING RECEIPTS**

NONE

A true record  
A T T E S T

Randall L. Hanson  
Town Clerk



**Capital Projects Fund Appropriation – FY-2008**

**ARTICLE 5.** To see if the Town will vote to raise by taxation and appropriate the sum of \$2,800,000 for the purpose of funding the Fiscal Year 2008 appropriation for the Capital Projects Fund or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was VOTED that that Article 5 be approved as printed in the warrant by a Majority vote in the amount of \$1,781,000 from taxation.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Budget Transfers**

**ARTICLE 6.** To see if the Town will vote to transfer from amounts previously appropriated at the 2006 Annual Town Meeting as authorized by MGL Chapter 44, Section 33B or take any other action related thereto.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was voted that Article 6 be WITHDRAWN by a Majority vote.

**Supplemental Budget Appropriations**

**ARTICLE 7.** To see if the Town will vote to transfer from available funds a sum of money to supplement appropriations voted at the April 2006 Annual Town Meeting or take any other action related thereto.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was voted that the Town vote to transfer from free cash the sum of \$ 492,368 and appropriate \$350,000 to the Health Insurance Fund, \$100,000 to the Unemployment Compensation Fund and \$42,368 to the General Insurance Fund by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Free Cash**

**ARTICLE 8.** To see what amount the Town will vote to permit the Assessors to use in free cash to reduce the Fiscal Year 2008 tax rate and to affect appropriations voted at the 2007 Annual Town Meeting.

## ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was voted that the Town permit the Assessors to use \$712,000 in free cash to reduce the Fiscal Year 2008 tax rate and to affect appropriations voted at the 2007 Annual Town Meeting by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **Unexpended Appropriations**

**ARTICLE 9.** To see what disposition shall be made of unexpended appropriations and free cash in the treasury.

On request of the Town Manager as recommended by the Finance Director

Upon motion made and duly seconded it was voted that Town transfer the sum of \$145,961.71 from the following unexpended appropriations by a Majority vote:

Article 19, 1999 Architectural Plans New Middle/Elementary Schools  
\$80,023.63

Article 50, 2002 Dascomb Road Traffic Signals  
\$65,938.08

and appropriate \$80,023.63 for repairs to Bancroft and West Elementary schools  
and \$65,938.08 for bridge repairs.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **General Housekeeping Articles**

**ARTICLE 10.** To see if the Town will vote the following consent articles or take any other action related thereto:

#### **A. Grant Program Authorization**

To see if the Town will vote to authorize the Board of Selectmen and/or the Town Manager to apply for, accept and enter into contracts from time to time for the expenditure of any funds allotted to Andover by the Commonwealth of Massachusetts or the U. S. Government under any State or Federal grant program or take any other action related thereto.

On request of the Town Manager

#### **B. Road Contracts**

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To see if the Town will vote to authorize the Town Manager to enter into a contract with the Massachusetts Highway Department Commissioners or the Federal Government for the construction and maintenance of public highways in the Town of Andover for the ensuing year or take any other action related thereto.

On request of the Town Manager

### C. Town Report

To act upon the report of the Town officers or take any other action related thereto.

On request of the Town Manager

### D. Property Tax Exemptions

To see if the Town will vote to accept the provisions of Section 4, Chapter 73 of the Acts of 1986 as amended by Chapter 126 of the Acts of 1988 to allow an additional property tax exemption for Fiscal Year 2008 for those persons who qualify for property tax exemptions under Massachusetts General Laws Chapter 59, Section 5 or take any other action related thereto.

On request of the Board of Assessors

### E. Contracts in Excess of Three Years

To see if the Town will vote in accordance with the provisions of Massachusetts General Laws Chapter 30B, Section 12(b), to authorize the Town Manager or the Superintendent of Schools to solicit and award contracts for terms exceeding three years but no greater than five years, including any renewal, extension or option, provided in each instance the longer term is determined to be in the best interest of the Town by a vote of the Board of Selectmen or the School Committee, as appropriate, or take any other action related thereto.

On request of the Town Manager

### F. Accepting Easements

To see if the Town will vote to authorize the Board of Selectmen and the School Committee to accept grants of easements for streets, water, drainage, sewer and utility purposes on terms and conditions the Board and the Committee deem in the best interests of the Town or take any other action related thereto.

On request of the Town Manager

### G. Granting Easements

To see if the Town will vote to authorize the Board of Selectmen and the School Committee to grant easements for water, drainage, sewer and utility purposes on terms and



## ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

conditions the Board and the Committee deem in the best interests of the Town or take any other action related thereto.

On request of the Town Manager

### H. Rescinding of Bond Authorizations

To see if the Town will vote to rescind unissued bond authorizations from prior Town Meetings or take any other action related thereto.

On request of the Finance Director

Upon motion made and duly seconded it was voted that Town approve the consent agenda, Articles 10A through 10G by a Unanimous vote.

Upon motion made and duly seconded it was voted that the Town WITHDRAW Article 10H by a Unanimous vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### Unpaid Bills

**ARTICLE 11.** To see if the Town will vote to transfer from available funds a sum of money to pay unpaid bills for which obligation was incurred in prior fiscal years or take any other action related thereto.

On request of the Town Accountant

Upon motion made and duly seconded it was voted that the Town WITHDRAW Article 11 from the Warrant by a Majority vote.

### Chapter 90 Authorizations

**ARTICLE 12.** To see if the Town will vote to authorize the Town to acquire any necessary easements by gift, by purchase or by right of eminent domain for Chapter 90 Highway Construction or any other federal or state aid program for road or sidewalk improvements or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was voted that the Town approve Article 12 as printed in the warrant.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Board of Selectmen Report: Approval

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## Stabilization Fund

**ARTICLE 13.** To see if the Town will vote to create a Stabilization Fund for the purpose of funding future one-time unforeseen costs of the Town, and to see if the Town will vote to transfer and appropriate a sum of money from available funds to the Stabilization Fund in accordance with MGL Chapter 40, Section 5B, as amended by Chapter 46, Sections 14 and 50 of the Acts of 2003, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was voted that the Town approve Article 13 as printed in the warrant in the amount of \$2,000,000 from free cash.

**VOTE:**            **Declared a 2/3 vote by the Moderator**

**A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

## Revolving Accounts

**ARTICLE 14.** To see if the Town will vote to authorize the following revolving funds for certain Town departments under Massachusetts General Laws, Chapter 44, Section 53E1/2 for the fiscal year beginning July 1, 2007 or take any other action related thereto:

Revolving Fund	Authorized to Spend	Use of Fund	Revenue Source	FY-2008 Limit
A. Community Development & Planning Department	Division Heads	Advertising legal hearing notice expenses for permit applications	Applicant Fees	\$70,000
B. Memorial Hall Library-Lost/Damaged Materials	MHL Director	Replacement of lost/damaged library materials	Restitution payments /charges to borrower or patron	\$20,000
C. Health Clinic	Public Health Director	Clinic supplies and other expenses	Clinic participant fees	\$30,000
D. Division of Community Services	Community Services Director	Trips, ticket sales and special programs and activities	Participant fees	\$350,000
E. Division of Youth Services	Youth Services Director	All programs and activities expenses, part-time help	Participant fees	\$225,000
F. Field Maintenance	Plant and Facilities Director	Field maintenance, upgrade and related expenses	Field rental fees	\$80,000
G. Division of Elder Services	Elder Services Director	Senior programs, classes and activities	Participant fees	\$200,000

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H. Public Safety	Chief of Police	Maintenance and purchase of public safety radio and antennae equipment	Lease agreements for antenna users	\$50,000
I. Memorial Hall Library Audio/Visual	MHL Director	Purchase of audio/visual materials	Rental of audio/visual materials	\$36,000
J. School Photocopy Fees	School Dept.	Photocopy Center Costs	External Private Groups	\$7,000
K. Solid Waste	DPW Director	Offset Compost Monitoring and Cleanup Expenses	Contractor permit fees, revenues from sale of compost	\$15,000

On request of the Finance Director

Upon motion made and duly seconded it was voted that Article 14A through 14K be approved as printed in the Warrant by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **School Roof Replacement Program – One-Year Plan**

**ARTICLE 15.** To see if the Town will vote to appropriate the sum of \$ 3,700,000 to pay costs of reconstructing various school roofs, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause(3A) of the Massachusetts General Laws, or any other enabling authority and to issue bonds or notes of the Town therefore, or take any other action related thereto.

On request of the Plant & Facilities Director

Upon motion made and duly seconded it was voted that the Town appropriate the sum of \$2,980,000 to pay costs of reconstructing various school roofs, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (3A) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

**VOTE: Declared a 2/3 vote by the Moderator**

**A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **School Roof Replacement Program – Five-Year Plan – Debt Exclusion Contingent Appropriation**

**ARTICLE 16.** To see if the Town will vote the sum of \$ 12,045,000 to pay costs of reconstructing various school roofs and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is



authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (3A) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor provided, however, that any authorized borrowing hereunder shall be contingent on the passage of a vote at a Town Election to exempt the amounts required to pay any bonds or notes issued pursuant to this vote from the limitations imposed by Proposition 2 ½ in accordance with Massachusetts General Laws, Chapter 59, Section 21C(k) and (m), or take any other action related thereto.

On request of the Plant & Facilities Director

Upon motion made and duly seconded it was voted that Article 16 be WITHDRAWN from the Warrant by a Majority vote.

**Sidewalk Reconstruction Program – One-Year Plan**

**ARTICLE 17.** To see if the Town will vote the sum of \$1,190,000 to pay costs of reconstructing sidewalks within the Town and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clauses (5) and (6) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, or take any other action related thereto.

On request of the Department of Public Works Director

Upon motion made and duly seconded it was moved that the Town appropriate the sum of \$1,190,000 to pay costs of reconstructing sidewalks within the Town and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clauses (5) and (6) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

**Article 17 was DEFEATED:**

**VOTE:**            **Declared less than a 2/3 vote by the Moderator**            **A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Sidewalk Reconstruction Program – Five-Year Plan – Debt Exclusion Contingent Appropriation**

**ARTICLE 18.** To see if the Town will vote the sum of \$ 5,578,000 to pay costs of reconstructing sidewalks within the Town and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clauses (5) and (6) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore, provided that any authorized borrowing hereunder

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shall be contingent on the passage of a vote at a Town Election to exempt the amounts required to pay any bonds or notes issued pursuant to this vote from the limitations imposed by Proposition 2 ½ in accordance with Massachusetts General Laws , Chapter 59, Section 21C(k) and (m), or take any other action related there.

On request of the Department of Public Works Director

Upon motion made and duly seconded it was voted that Article 18 be WITHDRAWN from the Warrant by a Majority vote.

### **Accumulated Employee Benefit Account**

**ARTICLE 19.** To see if the Town will vote to raise by taxation or by transfer from available funds and appropriate a sum not to exceed \$400,000 to the Accumulated Employee Benefit Account for funding accrued employee vacation and sick leave liabilities upon being eligible for retirement under the Andover Contributory Retirement System and terminating employment with the Town, or take any action related thereto.

On request of the Town Accountant

Upon motion made and duly seconded it was voted that the Town approve Article 19 as printed in the warrant in the amount of \$300,000 from free cash by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **Elderly/Disabled Transportation Program**

**ARTICLE 20.** To see if the Town will vote to appropriate and raise by taxation a sum not to exceed \$12,000 for the purpose of continuing to provide for an elderly and disabled transportation subsidy program or take any other action related thereto.

On request of the Council on Aging

Upon motion made and duly seconded it was voted that Article 20 be WITHDRAWN from the Warrant by a Majority vote.

### **Mutual Aid for Health Emergencies**

**ARTICLE 21.** To see if the Town will authorize the Board of Health to enter into a Memoranda of Understanding with other communities in the Commonwealth of Massachusetts to provide mutual aid and assistance in responding to public health emergencies, on terms and conditions the Board of Health deems in the best interest of the Town, or take any other action related thereto.

On request of the Board of Health

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Upon motion made and duly seconded it was voted that the Town approve Article 21 as printed in the warrant by a Majority vote.

Board of Selectmen Report: Approval

Board of Health Report: Approval

**Accept MGL, Chapter 39, Section 23D – Boards, Committees & Commissions which conduct Adjudicatory Hearings**

**ARTICLE 22.** To see if the Town will vote to accept Massachusetts General Laws Chapter 39, Section 23D for all Town Boards, Committees and Commissions which conduct adjudicatory hearings, including but not limited to, the Board of Selectmen, Zoning Board of Appeals, Planning Board, Conservation Commission, Board of Health, Ballardvale Historic District Commission, Board of Assessors and Stormwater Committee, to take any other action related thereto.

On request of Town Counsel

Upon motion made and duly seconded it was voted that the Town approve Article 22 as printed in the warrant by a Majority vote.

Board of Selectmen Report: Approval

Planning Board Report: Approval

**Land Transfer – Youth Center (1)**

**ARTICLE 23.** To see if the Town will vote to transfer the care, custody, control and management of a parcel of land containing approximately 35,000 square feet more or less shown as Parcel A on a plan entitled \_\_\_\_\_ by \_\_\_\_\_, dated \_\_\_\_\_ to the Board of Selectmen for municipal purposes, said plan being on file in the Office of the Town Clerk, and if a Youth Center is not built on said property, then the land shall revert back to the School Committee, or take any other action related thereto.

On petition of Gerald H. Silverman and others

Upon motion made and duly seconded it was voted that Article 23 be WITHDRAWN from the Warrant by a Majority vote.

**Land Transfer – Youth Center (2)**

**ARTICLE 24.** To see if the Town will vote to transfer the care, custody, control and management of a parcel of land containing approximately 36,400 square feet more or less shown as Parcel A on a plan entitled “Plan Showing Proposed Youth Center” Scale 1” = 40’, dated November 14, 2006, to the Board of Selectmen for municipal purposes, said plan being on file in the Office of the Town Clerk, and if a Youth Center is not built on said property, then the land shall revert back to the School Committee, or take any other action related thereto.



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On petition of Gerald H. Silverman and others

Upon motion made and duly seconded it was voted to transfer the care, custody, control and management of a parcel of land containing approximately 36,400 square feet more or less shown as Parcel A on a plan entitled "Plan Showing Proposed Youth Center" Scale 1" = 40', dated November 14, 2006, to the Board of Selectmen for municipal purposes, said plan being on file in the Office of the Town Clerk, and if a Youth Center is not built on said property, then the land shall revert back to the School Committee, or take any other action related thereto.

A motion was made and seconded to close debate.

**VOTE:                      Declared a 2/3 vote by Moderator                      A 2/3 vote required**

**Article 24 was APPROVED:**

**VOTE:                      Declared a 2/3 vote by Moderator                      A 2/3 vote required**

Finance Committee Report: Disapproval

Board of Selectmen Report: Approval

School Committee: Approval

### **Zoning Bylaw Amendment – Exempt Municipal Senior Centers and Municipal Youth Centers from Dimensional Requirements**

**ARTICLE 25.** To see if the Town will vote to amend Section 4.1.3. (Exceptions and Special Requirements) of the Andover Zoning Bylaw by adding new Sections 4.1.3.5. and 4.1.3.6. as follows:

“5. Municipal Senior Center. Land and structures used for a municipal Senior Center are exempt from the lot area, frontage, building setback and off-street parking and leading requirements of this bylaw.

6. Municipal Youth Center. Land and structures used for a municipal Youth Center are exempt from the lot area, frontage, building setback and off-street parking and loading requirements of this bylaw.”

or take any other action related thereto.

On petition of Gerald H. Silverman and others

Upon motion made and duly seconded it was voted that Article 25 be WITHDRAWN from the Warrant by a Majority vote.

### **Youth Center Easements**

**ARTICLE 26.** To see if the Town will vote to authorize the School Committee to grant, and the Board of Selectmen to accept, any and all easements in and across real property at Doherty

## **ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007**

Middle School in order to construct and operate a Youth Center, including, but not limited to, easements for drainage, utilities, access, grading and communications, or take any other action related thereto.

On petition of Gerald H. Silverman and others

Upon motion made and duly seconded it was voted that Article 26 be WITHDRAWN from the Warrant by a Majority vote.

### **Town Building Maintenance and Renovation**

**ARTICLE 27.** To see if the Town will vote to appropriate \$955,000 for the purpose of paying costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various Town buildings and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44, Section 7, Clauses (3) and (3A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, or to take any other action related thereto.

On request of the Plant and Facilities Director

Upon motion made and duly seconded it was moved that the sum of \$ 955,000 be and hereby is appropriated to pay costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various Town buildings and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7, Clauses (3) and (3A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

It was moved and seconded to amend Article 27 by deleting the \$240,000 allocated for Buxton Court and to reduce the entire amount to be appropriated from \$955,000 to \$715,000.

**The amendment was DEFEATED by a Majority vote.**

**The original motion was APPROVED:**

**VOTE:                      Declared a 2/3 vote by the Moderator                      A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Upon motion made and duly seconded, it was voted to adjourn at 10:30 P.M., until Tuesday, April 24, 2007 at 7:00 P.M. at the Collins Field House, Andover High School, Shawsheen Road.**

**ADJOURNED ANNUAL TOWN MEETING – APRIL 24, 2007**

## ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

The checklists were used at the entrance and showed seven hundred and sixty two (762) voters were admitted to the meeting.

The meeting was called to order at 7:02 P.M. by Sheila M. Doherty, Moderator.

By unanimous consent it was voted to admit sixty-six (66) non-voters to the meeting and to escort non-voters to the non-voter section thereafter.

The Moderator announced various house keeping issues to the meeting members, including turning off cell phones, the order of speakers for the meeting, use of Pro and Con Microphones, the location of microphones, stage participants and the location of voting sections.

### **VIRGINIA COLE AWARD - 2007:**

The Virginia Cole Award was awarded to Ruth (Rusty) Dunbar and Dr. Douglas Dunbar, 8 Alden Road.

Karen Herman, President of the Memorial Hall Library Board of Trustee, presented Mrs. Dunbar with her award. Mrs. Dunbar has given decades of service to Andover as an active member of many committees. She was the President of the League of Women Voters and was instrumental in facilitating the passage of the non-quorum vote for Town Meeting. As an experienced businesswoman, Mrs. Dunbar brought her expertise to the finance committee as Chair and member. More recently, she retired from the Memorial Hall Library Board of Trustees. She served as a library trustee for 14 years, many of them as treasurer. Mrs. Dunbar was also a member of the good government committee that evaluated the way the town governs itself through its committees and town meeting.

Candace Martin, Chairperson of the Board of Health, presented Dr. Dunbar with his award. Dr. Dunbar has volunteered his services to the town for over thirty-nine years, providing leadership and professional services to the Board of Health. During his tenure on the Board of Health, Dr. Dunbar held the position of Chairperson for 27 years until his retirement in June 2006. He guided the Board through difficult situations, ensuring that decisions were fair and of the best interest for the protection of public health. Dr. Dunbar has been instrumental in supporting, guiding, and enforcing initiatives promoting public health with efforts in tobacco control program, protection of our water supply, sanitary waste management, Flu Clinics and West Nile Virus Control.

The Moderator announced there would be no smoking, food or drinks (except water) in the Gymnasium.

Upon motion made and duly seconded, it was VOTED by unanimous consent to dispense with the reading of the Warrant and return of service of the Constable.

Upon motion made and duly seconded, it was VOTED by unanimous consent that the Moderator refer to the warrant articles by number and subject matter.



## ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

The Moderator introduced the Ombudsman, Atty. Christopher Vrontas and reminded voters that he would help them with questions on Town Meeting procedures and amendments to articles.

Upon motion made by Stephani Traina Goldshein, President of the League of Women Voters, and duly seconded, it was voted by a Majority vote that a time limit of five minutes would be imposed during the 2007 Town Meeting for presenters and that audience speakers would be limited to three minutes. Speakers needing additional time may appeal to the Moderator for more time.

### **School Building Maintenance and Renovation**

**ARTICLE 28.** To see if the Town will vote to appropriate \$1,065,000 for the purpose of paying costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various School buildings and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44, Section 7, Clauses (3) and (3A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor, or to take any other action related thereto.

On request of the Plant and Facilities Director

Upon motion made and duly seconded it was voted that the sum of \$ 1,065,000 be and hereby is appropriated to pay costs of constructing, adding to, remodeling, reconstructing and making extraordinary repairs to and equipping various School buildings and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7, Clauses (3) and (3A) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **Land Transfer for Senior Center Addition and Patio**

**ARTICLE 29.** To see if the Town will vote to transfer the care, custody and control of the land shown on a "Plan Showing Land to be Transferred from the Control of the School Department to the Inhabitants of the Town of Andover," Brian W. Moore, Town Engineer, January 18, 2007, on file with the Town Clerk's Office to the Board of Selectmen for purposes of expanding the Andover Senior Center to include a patio and addition or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was voted that the Town approve Article 29 as printed in the Warrant.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Board of Selectmen Report: Approval

**Zoning Bylaw Amendment – Re-zone Punchard Avenue**

**ARTICLE 30.** To see if the Town will vote to amend the Andover Zoning Bylaw pursuant to Section 2.3 (District Boundaries) and make the appropriate changes to the Zoning Map of Andover, Mass. to re-zone to Mixed-Use Zone (MU) from Single Family Residence A (SRA) the parcels of land situated on the Southerly and Northerly side of Punchard Avenue designated by the Town of Andover as 1, 3, 5, 6, 7 and 9 Punchard Avenue and comprising Assessor Parcels 73, 72, 71, 46, 70 and 69 on Assessors Map 39, or take any other action related thereto.

On petition of Philip F. Sullivan and others

Upon motion made and duly seconded it was voted that Article 30 be WITHDRAWN from the Warrant by a Majority vote.

**Transfer of Property at 37 River Street to Conservation Commission**

**ARTICLE 31.** To see if the Town will vote to transfer the care, custody and control of property at 37 River Street, Town Assessor Map 139, Parcel 146, to the Conservation Commission, or take any other action related thereto.

On request of the Board of Selectmen

Upon motion made and duly seconded it was voted that the Town approve Article 31 as printed in the Warrant.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Board of Selectmen Report: Approval

Planning Board Report: Approval

Conservation Commission Approval

**Town Bylaw Amendment – Section 21 – Soliciting**

**ARTICLE 32.** To see if the Town will vote to amend the Town Bylaws, Article XII, Section 21, Soliciting, as follows:

“Add the phrase “sales agent” after transient vendor in the first sentence of subsection a.

Add a new subsection c. to read: No person shall enter upon the property of another or engage in soliciting at any residence which has conspicuously posted a “No Solicitors” sign.”

or take any other action related thereto.

## ANNUAL TOWN MEETING APRIL 23, 24, 30, 2007

On request of the Chief of Police

Upon motion made and duly seconded it was voted that the Town approve Article 32 as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval

### **Community Preservation Act**

**ARTICLE 33.** To see if the Town will vote to accept Section 3 to Section 7, inclusive of Chapter 44B of the General Laws (the Massachusetts Community Preservation Act) and to approve a surcharge on real property of not more than three percent of the real estate tax levy against real property as determined annually by the Board of Assessors and to vote to accept one or more exemptions:

Exemption #1 – Property owned and occupied as a domicile by a person who would qualify for low income housing or low or moderate income senior housing in the Town;

Exemption #2 – For class three, commercial and class four, industrial properties as defined in Section 2A of General Laws, Chapter 59; and

Exemption #3 – For \$100,000 of the value of each taxable parcel of residential real property or take any other action related thereto.

On petition of John P. Hess and others

Upon motion made and duly seconded it was moved that the town vote to approve Article 33 as printed in the warrant, including a surcharge on real property of one percent (1%) of the real estate tax levy, and accepting exemptions #1 and #3, as described in the warrant.

**A motion was made and seconded to close debate:**

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

**The Article was APPROVED by a Majority Vote:**

Finance Committee Report: No Position  
Board of Selectmen Report: Disapproval  
Planning Board Report: Approval

**Upon motion made and duly seconded, it was voted to adjourn to the Special Town Meeting at 8:15 P.M.**

**The Annual Town Meeting reconvened at 9:50 P.M.**



**Community Preservation Act Bylaw**

**ARTICLE 34.** To see if the Town will vote to add the following General Bylaw:

**“Chapter 1. Establishment**

There is hereby established a Community Preservation Committee, consisting of nine (9) voting members pursuant to Massachusetts General Laws, Chapter 44B. The composition of the committee, the appointment authority and the term of office for the committee members shall be as follows:

One member of the Conservation Commission as designated by the Commission for a term of three years.

One member of the Preservation Commission as designated by the Commission for a term of three years.

One member of the Planning Board as designated by the Board for a term of three years. One member to be appointed by the Town Manager, subject to the confirmation by the Board of Selectmen, representing the interest of parks and recreation for a term of one year and thereafter a term of three years.

One member of the Andover Housing Partnership Committee as designated by the Committee for an initial term of one year and thereafter for a term of three years.

One member of the Housing Authority as designated by the Authority for an initial term of two years and thereafter for a term of three years.

Three members to be appointed by the Town Manager, subject to the confirmation by the Board of Selectmen, one member to be appointed for a term of one year and thereafter for a term of three years and two members to be appointed for a term of two years and thereafter for a term of three years.

Should any of the Commissions, Boards or Committees who have appointment authority under this Chapter be no longer in existence for whatever reason, the appointment authority for that Commission, Board or Committee shall become the responsibility of the Town Manager subject to the confirmation of the Board of Selectmen.

**Chapter 2. Duties**

(1) The Community Preservation Committee shall study the needs, possibilities and resources of the Town regarding Community Preservation. The Committee shall consult with existing municipal boards, including the Conservation Commission, the Preservation Commission, the Planning Board, the Andover Housing Partnership Committee and Housing Authority or persons acting in those capacities or performing like duties, in conducting such studies. As part of its study, the Committee shall hold one or more public informational hearings

on the needs, possibilities and resources of the Town regarding Community Preservation possibilities and resources, notice of which shall be posted publicly and published for each of two weeks preceding a hearing in a newspaper of general circulation in the Town.

(2) The Community Preservation Committee shall make recommendations to the Town Meeting for the acquisition, creation and preservation of open space, for the acquisition and preservation of historic resources, for the acquisition, creation and preservation of land for recreational use, for the creation, preservation and support of community housing and for rehabilitation or restoration of such open space, historic resources, land for recreational use and community housing that is acquired or created as provided in this section. With respect to community housing, the Community Preservation Committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.

(3) The Community Preservation Committee may include in its recommendation to the Town Meeting a recommendation to set aside for later spending funds for specific purposes that are consistent with Community Preservation but for which sufficient revenues are not then available in the Community Preservation Fund to accomplish that specific purpose or to set aside for later spending funds for general purposes that are consistent with Community Preservation.

#### Chapter 3. Requirement for a quorum and cost estimates

The Community Preservation Committee shall not meet or conduct business without the presence of a quorum. A majority of the members of the Community Preservation Committee shall constitute a quorum. The Community Preservation Committee shall approve its action by majority vote. Recommendations to the Town Meeting shall include their anticipated costs.

#### Chapter 4. Amendments

This chapter may be amended from time to time by a majority vote of the Town Meeting, provided that the amendments would not cause a conflict to occur with Massachusetts General Laws, Chapter 44B.

#### Chapter 5. Severability

In case any section, paragraph or part of this chapter be for any reason declared invalid or unconstitutional by any court of last resort, every other section, paragraph or part shall continue in full force and effect.

#### Chapter 6. Effective Date

Following Town Meeting approval, this chapter shall take effect immediately upon approval by the Attorney General of the Commonwealth. Each appointing authority shall have forty-five (45) days after approval by the Attorney General to make their initial appointments. Should any appointing authority fail to make their appointment within that allotted time, the Town Manager shall make the appointment.”

or take any other action related thereto.

On petition of John P. Hess and others

Upon motion made and duly seconded it was voted that Article 34 be approved as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Disapproval

Planning Board Report: Approval

**DPW – Water Division – Vehicle Replacements**

**ARTICLE 35.** To see if the Town will vote to transfer the sum of \$148,000 from water reserves and appropriate \$148,000 for the purpose of replacing water division vehicles or take any other action related thereto.

On request of the Department of Public Works Director

Upon motion made and duly seconded it was voted that the Town approve Article 35 as printed in the warrant in the amount of \$120,000 from water reserves by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Dascomb Road – Osgood Street Sewer Extension**

**ARTICLE 36.** To see if the Town will vote to raise by borrowing and appropriate \$200,000 for the purpose of paying costs of constructing sewer mains along Dascomb Road and Osgood Street, including, but not limited to, all costs associated with design, construction, land acquisition by eminent domain, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (1) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, and further, that betterments shall be assessed to recover costs of the project, which betterments shall be assessed using the uniform unit method or take any other action related thereto.

On request of the Department of Public Works Director

Upon motion made and duly seconded it was voted that the Town approve the sum of \$200,000 be and hereby is appropriated for the purpose of paying costs of constructing sewer mains along Dascomb Road and Osgood Street, including, but not limited to, all costs associated with design, construction, land acquisition by eminent domain, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be and hereby is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (1) of the Massachusetts General Laws, or any other



enabling authority, and to issue bonds or notes of the Town therefor, and further, that betterments shall be assessed to recover costs of the project, which betterments shall be assessed using the uniform unit method.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Granli Drive Open Space – Taking of Land by Eminent Domain**

**ARTICLE 37.** To see if the Town will authorize the Board of Selectmen to take by gift, purchase or eminent domain, to be held in the care, custody and control of the Conservation Commission, a parcel of land shown on a plan of land entitled “Definitive Plan of Granli Estates, Subdivision Plan of Land in Andover, Mass. of Granli Drive”, prepared by Dana F. Perkins & Associates, Inc. Engineers, dated 10/16/84, revised 12/15/84 and 2/7/85, drawn for Charles & Avedis A. Vartabedian, which plan is recorded with Essex North District Registry of Deeds as Plan Number 9819. The parcel to be taken is shown as Parcel “A” on said plan, containing 11.8 acres of land, and to award no damages for said eminent domain taking, or take any other action relative thereto.

On request of the Planning Board

Upon motion made and duly seconded it was voted to WITHDRAW Article 37 from the Warrant.

**Acquire Granli Drive**

**ARTICLE 38.** To see if the Town will vote to accept Granli Drive as a public way and authorize the Board of Selectmen to acquire by eminent domain, gift, purchase, otherwise any fee, easement or other interest in land known as Granli Drive as shown on a plan entitled “Definitive Plan of Granli Estates, Subdivision Plan of Land in Andover, Mass. Of Granli Drive”, prepared by Dana F. Perkins & Associates, Inc. Engineers, dated 2/7/85 (revised), said plan being recorded in the Essex North Registry of Deeds as Plan Number 9819, and on file in the Office of the Town Clerk, and as constructed, and to award no damages for said taking or payment for said acquisition, and to appropriate and raise by taxation, transfer from available funds or borrowing or any combination thereof a sum of \$2,000, for required engineering services, legal services, repairs and improvements to Granli Drive and expenses incidental thereto, or take any other action related thereto.

On petition of Richard W. Perry and others

Upon motion made and duly seconded it was voted that the Town appropriate the sum of \$2000 from free cash for required engineering services, legal services, repairs and improvements related to the acceptance of Granli Drive as a public way and the acquisition of all related easements and restrictions related to the subdivision of Granli Estates as shown on a plan entitled, “Definitive Plan of Granli Estates, Subdivision Plan of land in Andover, Mass. of Granli Drive”, prepared by

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Dana F. Perkins & Associates, Inc., Engineers, dated 2/7/85, recorded at the North Essex District Registry of Deeds as Plan Number 9819, and expenses incidental thereto, or take any action related thereto.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Finance Committee Report:    Approval

Board of Selectmen Report:    Approval

Planning Board Report:        Approval

### **Pedestrian Foot Bridge across the Shawsheen River**

**ARTICLE 39.** To see if the Town will vote to appropriate the sum of \$15,000 as the Town portion or a pedestrian foot bridge across the Shawsheen River, connecting North Main Street with playgrounds and trails off Burnham Road in Shawsheen Village. The \$150,000 cost of the bridge will be funded through the Massachusetts Highway Department which requires ten percent funding from the local community, or take any other action related thereto.

On petition of Robert Marsh and others

Upon motion made and duly seconded it was voted that the Town appropriate the sum of \$15,000 from free cash as the Town portion of the construction of a pedestrian footbridge across the Shawsheen River, connecting North Main Street with playgrounds and trails off Burnham Road in Shawsheen Village by a Majority vote.

Finance Committee Report:    Approval

Board of Selectmen Report:    Approval

Planning Board Report:        Approval

**Upon motion made and duly seconded, it was voted to adjourn at 10:15 P.M., until Monday, April 30, 2007 at 7:00 P.M. at the Collins Center, Andover High School, Shawsheen Road.**

### **ADJOURNED ANNUAL TOWN MEETING – APRIL 30, 2007**

The checklists were used at the entrance and showed three hundred and eighty (380) voters were admitted to the meeting.

The meeting was called to order at 7:04 P.M. by Sheila M. Doherty, Moderator.

By unanimous consent it was voted to admit twenty-one (21) non-voters to the meeting and to escort non-voters to the non-voter section thereafter.

The Moderator announced various house keeping issues to the meeting members, including turning off cell phones, the order of speakers for the meeting, use of Pro, the location of microphones, stage participants, the location of voting sections and time limits of five minutes for presenters and three minutes for audience speakers.

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The Moderator introduced the Ombudsmen, Greg and Janet Rigby, and reminded voters that they would help them with questions on Town Meeting procedures and amendments to articles.

The Moderator announced there would be no smoking, food or drinks (except water) in the Auditorium.

Upon motion made and duly seconded, it was VOTED by unanimous consent to dispense with the reading of the Warrant and return of service of the Constable.

Upon motion made and duly seconded, it was VOTED by unanimous consent that the Moderator refers to the warrant articles by number and subject matter.

### **Conservation Acquisition of Unclaimed Land**

**ARTICLE 40.** To see if the Town will vote to authorize the Board of Selectmen and Conservation Commission to acquire by gift, purchase or eminent domain, with no amount to be paid as damages or compensation, the following unclaimed land adjacent to conservation land and Harold Parker State Park to be under the care, custody and control of the Conservation Commission: The parcel defined by the boundaries of the adjacent properties at Jenkins Road; Map 14-12A (64R Jenkins Road) recorded in the Registry of Deeds at Book 1239, Page 617, Map 14-12 (64 Jenkins Road) recorded at the Registry of Deeds as Book 1239, Page 673 and the surrounding lots recorded at the Registry of Deeds within Harold Parker State Forest 35 (Book 550 Page 218), 38 (Book 597, Page 227), 39 (Book 363, Page 141), 40 (Book 363, Page 146), 41 (Book 593, Page 86), all of which is approximately eleven acres, or take any other action related thereto.

On request of the Conservation Commission

Upon motion made and duly seconded it was voted that the Town approve Article 40 as printed in the Warrant.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Board of Selectmen Report:	Approval
Planning Board Report:	Approval
Conservation Commission Report:	Approval

### **Kirkland Drive Sewer Construction**

**ARTICLE 41.** To see if the Town will vote to appropriate the sum of \$250,000 for the construction of a sanitary sewer line, including costs incidental and related thereto, in Kirkland Drive and to authorize the Board of Selectmen to acquire any necessary easements by gift, purchase or eminent domain and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, is authorized to borrow said sum under and pursuant to Chapter 44, Section 7(1) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town herefore; sewer betterments are to be assessed by the Board of Selectmen, acting in its



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capacity as Sewer Commissioners, based upon the uniform unit method, or take any other action related thereto.

On petition of John P. Kennedy, Leslie S. Malis and others

Upon motion made and duly seconded it was voted that the sum of \$250,000 be and hereby is appropriated for the construction of a sanitary sewer line, including costs incidental and related thereto, in Kirkland Drive and to authorize the Board of Selectmen to acquire any necessary easements by gift, purchase or eminent domain and that to raise this appropriation, the Treasurer, with the approval of the Board of Selectmen, be and hereby is authorized to borrow said sum under and pursuant to Chapter 44, Section 7(1) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town herefore; and further, that sewer betterments are to be assessed by the Board of Selectmen, acting in its capacity as Sewer Commissioners, based upon the uniform unit method.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **General Bylaw Amendment – The Building and Property Maintenance Code**

**ARTICLE 42.** To see if the Town will vote to amend the General Bylaws, Article XII. Miscellaneous Bylaws, by adding a Section 42 to read:

“1.     The Building and Property Maintenance Code

#### Findings and Declaration of Policy

It is hereby found and declared that there exist in the Town structures used for residential and non-residential use which are, or may become in the future, sub-standard with respect to structure, equipment or maintenance, or further, that such conditions, including but not limited to, structural deterioration, lack of maintenance and appearance of exterior of premises, infestation, lack of maintenance or upkeep of essential utilities and facilities, existence of fire hazards, inadequate provisions for light and air, unsanitary conditions and overcrowding, constitute a menace to the health, safety, morals, welfare and reasonable comfort of the citizens and inhabitants of the Town. It is further found and declared that, by reason of lack of maintenance and because of progressive deterioration, certain properties have the further effect of creating blighting conditions and initiating slums, and that if the same are not curtailed and removed, the aforesaid conditions will grow and spread and will necessitate in time the expenditure of large amounts of public funds to correct and eliminate the same, and that, by reason of timely regulations and restrictions as herein contained, the growth of slums and blight may be prevented and the neighborhood and property values thereby maintained the desirability and amenities of residential and non-residential uses and neighborhoods enhanced and the public health, safety and welfare protected and fostered.

#### Purpose

The purpose of this code is to protect the public health, safety, morals and welfare by establishing minimum standards governing the maintenance, appearance, condition and occupancy of residential and non-residential premises; to establish minimum standards governing utilities, facilities and other physical components and conditions essential to make the aforesaid facilities fit for human habitation, occupancy and use; to fix certain responsibilities and duties upon occupants; to authorize and establish procedures for the inspection of residential and non-residential premises; to fix penalties for the violations of this code; and to provide for the repair, demolition or vacation of premises unfit for human habitation or occupancy or use.

2. Building and Property Maintenance

Maintenance Required

All buildings and structures, and all parts thereof, shall be maintained in a safe, sanitary and non-hazardous manner. All means of egress, devices, safeguards and equipment shall be kept in good working order. The exterior of all premises and the condition of all buildings, structures and components thereon shall be maintained so as to prevent and repair deterioration, so that the appearance thereof shall reflect a level of maintenance in conformity with all applicable laws and ordinance regulations of the Commonwealth and the Town of Andover and so as to insure that the property itself may be preserved safely and that hazards to public health and safety are avoided.

3. Maintenance Standards

Maintenance of Structures

Each owner and occupant shall keep all exterior components of every structure in good repair, including but not limited to, walls, roofs, chimney, cornices, gutters, downspouts, drains, porches, steps, landings, fire escapes, exterior stairs, windows, shutters, doors, storefronts, signs, marquees and awnings.

All surfaces shall be covered with a protective coating, such as paint, plastic or other material which preserves the structure and does not contribute to deterioration.

All surfaces shall be maintained free of deterioration, including but not limited to, broken glass, loose or missing shingles or siding, crumbling brick, stone and mortar and peeling, scaling or deteriorated paint.

Overhanging structures, including canopies, marquees, signs, awnings, exterior stairways, fire escapes and other structures with overhanging extensions shall be maintained in good repair, be securely anchored to the structure and be protected from rust and other signs of decay by application of a weather protective material such as paint. Non-operative or broken electrical signs shall be repaired or removed. All obsolete signs and sign structures shall be removed.

Except for display merchandise in non-residential buildings, no storage of materials, goods, stock or inventory shall be permitted in building openings ordinarily exposed to public

view unless such areas are screened from public view. All such screening shall be of clean material and will be maintained in a good state of repair.

#### Maintenance of Accessory Structures

Each accessory structure shall be subject to the Maintenance Standards set forth above. Further, each structure shall:

Provide weatherproof usable space and shall not harbor rodents, termites or other vermin.

In residential zones, all outdoor storage for a continuous period exceeding fifteen days shall be within enclosed buildings or it shall be effectively screened from view. However, the storage of functional items such as children's play structures, firewood and operable vehicles and bicycles shall be exempt from this provision.

Inoperable vehicles must be removed from the premises.

#### Maintenance of Premises and Landscape Elements

All premises and landscape elements shall be maintained in a safe and sanitary condition, including but not limited to, steps, walks, driveways, fences, retaining walls, trees, shrubs, grass and weeds. If any such area or object constitutes a danger to health or safety, it shall be repaired, replaced or removed.

All paved driveways and walks which exist within the public right-of-way shall be maintained in safe condition.

All fences, retaining walls or similar structures shall be firmly anchored in the ground and maintained in good structural repair. Wooden elements or other elements subject to deterioration from weathering shall be maintained with chemicals or paint to preserve the element and to retard deterioration.

Weeds, grass and shrubs shall be kept trimmed and kept from becoming overgrown.

Trees and shrubs which have branches projecting into the public right-of-way, including public sidewalks, public places or public highways, shall be kept trimmed to prevent interference with any person or vehicle lawfully using the right-of-way.

Trees and shrubs afflicted with a form of decay or vegetation sickness which can be transmitted to other trees or shrubs shall be removed or shall be treated or sprayed by the owner or occupant of the property so as to eliminate the risk of any such decay or vegetation sickness being transmitted to other trees. Dead trees in proximity to rights-of-ways, buildings, structures or congregations of people which may endanger such objects shall be removed.

All yards, courts or lots shall be kept free of accumulations of trash, garbage, waste, rubbish, refuse, junk and other noxious or offensive materials or substances which may cause a



fire hazard or may act as a breeding place for vermin or insects. Storage of miscellaneous items must be within enclosed structures or screened.

All portions of all premises shall be graded so that there is no pooling of water or recurrent entrance of water into any basement or cellar.

4. Administrative Provisions

Public Health Director

The Public Health Director shall be responsible for all inspections, enforcement and investigations on violations of the provisions of this code, subject to direction, oversight and determination of the Board of Health. Said Director may utilize the services of the agents of the Health Department in the enforcement of this code.

Unfit Building or Property

It is declared that violations of this code shall constitute a nuisance to the persons and property abutting an unfit building or property.

The Director, upon written complaint filed by a resident or an employee or agent of the Health Department, may cause to be made a code review of a property thought to violate this ordinance. The term "resident", as used herein, shall be synonymous with a party in interest as defined in General Laws, Chapter 40A.

If the Director, upon investigation, determines that a violation of this code exists, he/she shall cause to be served upon the owner of and parties in interest in such building or property a Notice of Order. Such order shall list the violations, the general activities to correct the violations, the time frame within which the violations shall be corrected, and shall further direct that the owner should submit a proposed remedial plan to be approved by the Director of Public Health. The notice shall also state that a hearing on this matter may be held before the Board of Health on a determination of whether or not a violation exists, and, if so, what cures are necessary regarding the violations.

The owner or parties in interest shall possess the right to file a request for hearing with the Board of Health on or before seven days of receipt of notice of the order, and, at a hearing thereon, shall have the right to file an answer to the order, to appear in person, to have an attorney present and to give testimony on the order and any violations thereon.

Result of Hearing

If, after such notice and hearing, the Board of Health determines that there are violations of this code, then it may issue orders appropriate and fit under Sections 122, 123 and 125 of General Laws, Chapter 111, authorizing and ordering an abatement of the violations, as well as authorizing entry for the purpose of abatement by officers and employees of the Town of Andover.

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Such orders may include requiring the repair, alteration or improvement of said building to be made by the owner within a reasonable time, which time shall be set forth in the order, or, if the building is in such condition as to make it dangerous to the health and safety of persons on or near the premises, then to refer the matter to the Building Commissioner for appropriate proceedings under the General Laws.

Should an appeal not be made of the Director's order, then such order shall have the force and effect of an order of the Board of Health under Section 30 and Section 122 of Chapter 111 of the General Laws.

### Failure to Comply

If the owner fails to comply with the order to repair, alter or improve the building or property, and, if the Board of Health so authorizes, said Director may cause such building or property to be repaired, altered or improved as provided for under said Section 125 of Chapter 111 of the General Laws.

### Costs

The owner of the property shall be responsible under Section 125 of Chapter 111 of the General Laws for any costs to which the municipality is exposed in abating the violations of this ordinance and said Director shall, on behalf of the Board of Health, seek recovery in contract for said costs and may further lien the premises as provided for in General Laws, Chapter 111, Section 125.

### Penalty

Any person, firm or corporation violating any unappealed order of the Director, or, an appealed and affirmed order of the Director by said Board of Health shall be fined One Hundred Fifty Dollars (\$150.00) per day per violation for each day said owner shall continue to fail to comply with said order. For purposes of convenience, an order may list more than one violation and more than one required corrective action. Each failure to comply, with a separate required corrective action, shall constitute a separate offense."

or take any other action related thereto.

On petition of John P. Kennedy and others

Upon motion made and duly seconded it was moved to approve Article 42 as printed in the Warrant.

Upon motion made and duly seconded it was moved to amend Article 42 by striking Article 42 in the Warrant in its entirety and replacing it with the written amendment passed out to all meeting members as follows:

### **The Residential Property Maintenance Bylaw**

**Findings.** It is hereby found and declared that there exist in the Town of Andover residential properties that lack maintenance, contain infestation, and/or are fire hazards and/or are burdened with unsanitary conditions, and constitute a menace to the health, safety, welfare and reasonable comforts of the citizens and inhabitants of the Town, which if allowed causes blighting, a debilitating effect upon surrounding properties, and property devaluation.

**Purpose.** The purpose of this by-law is to protect the public health, safety and welfare by establishing minimum standards governing the maintenance, appearance and condition of residential zoned premises as they relate to yards, courts or lots; to fix certain responsibilities and duties upon owners of premises and to; fix penalties for the violations of this by-law; and provide for the improvement of residential zoned premises as they relate to yards, courts or lots.

**Maintenance Standards and Open Storage Requirements in Yards Courts or Lots.**

*This By-law shall apply to owners of Residentially Zoned premises.* All premises shall be kept free of “weeds”, collected water or the accumulations of filth, garbage, junk, waste, rubbish, refuse, trash and other noxious or offensive materials or substances which may cause a fire hazard or act as a breeding place or provide a refuge for animals, vermin or insects. “Weeds” shall mean any brush, weeds, vegetation, grass or any plant that is not regularly cultivated that exceeds one foot in height. “Regularly Cultivated” means any plant routinely cared for by a person to foster plants growth. “Weeds” shall not include plants in a maintained wildflower garden. Any growth of “weeds” more than one foot in height or accumulations of trash or debris shall be deemed favorable to the harboring of mosquitoes or insects of like kind or of rats, mice, snakes or animals and reptiles of like kind. The owner of all residential properties shall cut or cause to be cut “weeds” in excess of one foot in height upon said land and shall prevent the encroachment of “weeds” upon abutting premises.

No owner of residential zoned premises will allow such premises to become or remain unsightly. Anyone or more of the following conditions may render the property unsightly under this bylaw: materials of any sort that are strewn about the property rather than piled in a neat and appropriate manner, construction materials where there is no apparent or real construction occurring on the residential property for which the materials are required, discarded indoor furniture or bedding, unused landscaping materials and unconfined compost piles which shall be deemed favorable to attracting coyotes and other dangerous wild animals. All trash barrels shall be effectively screened from view.

Junk material, scrap material or second hand material shall mean any worn out, cast off or discarded material, ready for destruction or collected for salvage or conversion of some use or for outdoor sale.

**By-Law Enforcement Officer.**

The by-law enforcement officer shall be appointed by the Board of Selectmen or their designee. The by-law enforcement officer shall be responsible to record and document all complaints, conduct inspections, investigate alleged violations of the provisions of this code and has the authority to issue and enforce citations for violation of this code. Said by-law Enforcement Officer may utilize the services of any qualified Town Employee in the enforcement of this code.



**Submission of Complaints.**

The by-law Enforcement Officer is the interface with the Town for the submission of and the follow up of complaints. Said by-law Enforcement Officer will accept and log each complaint submitted, address and resolve complaints regarding enforcement and compliance, establish a performance schedule with the violator for remedy, and report status and final disposition of the complaint to the Board of Selectmen or their designee.

**Violations of this By-Law.**

It is declared that violations of this by-law shall constitute a nuisance.

**Exemption.**

This by-law shall not apply to wetlands or conservation land or agricultural land and those state laws or town by-laws that are related thereto, as they may from time to time be amended.

**Violations and Penalties.**

Any owner found to be in violation of this by-law will have 30 days from the date of the citation to remedy the violation. Any owner who remains in violation of this code beyond the 30 day remedial period shall be fined One Hundred Dollars (\$100.00) for each violation. Each day that such violation continues shall constitute a separate violation. Enforcement of this section may be pursued through the provisions of Section 21D of Chapter 40 of the Massachusetts General Laws, which provides for a non criminal disposition. For purposes of non criminal disposition, the by-law Enforcement Officer is the enforcing person.

**Severability.** The invalidity of any section or provision of this by-law shall not invalidate any other section or provision herein.

**The amendment to Article 42 was DEFEATED by a Majority vote.**

**Article 42 was DEFEATED by a Majority vote.**

Board of Selectmen Report:	Disapproval of Article	No Position on amendment
Planning Board Report:	Disapproval of Article	No Position on amendment
Board of Health Report:	Disapproval of Article	No Position on amendment

**Acceptance of MGL, Chapter 41, Section 100B – Indemnification of Medical Expenses incurred by Retired Police Officers and Firefighters Injured in the Line of Duty**

**ARTICLE 43.** To see if the Town will vote to accept the provisions of Massachusetts General Laws Chapter 41, Section 100B, allowing it to exercise discretion in indemnifying police officers and firefighters who have retired on an accidental disability and who continue to incur medical expenses on and after their retirement as a result of the on-the-job injury that resulted in their receiving an accidental disability pension, or take any other action related thereto.

On request of the Chief of Police

Upon motion made and duly seconded it was VOTED that the Town approve Article 43 as printed in the Warrant by a Majority Vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Acceptance of MGL, Chapter 32B, Section 18 – Mandatory Medicare Extension Plans for Retirees**

**ARTICLE 44.** To see if the Town will vote to accept Section 18 of Chapter 32B of the Massachusetts General Laws authorizing the Town to require all retirees, their spouses and dependents who are enrolled in Medicare Part A at no cost to a retiree, their spouse or dependents, or eligible for coverage thereunder at no cost to a retiree, their spouse or dependents, be required to enroll in a Medicare health benefits supplement plan offered by the Town, or take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was voted to WITHDRAW Article 44 from the Warrant by a Majority vote.

**Zoning Bylaw Amendment – Re-zone 175 Haverhill Street (Merrimack College)**

**ARTICLE 45.** To see if the Town will vote to amend the Andover Zoning Bylaw pursuant to Section 2.3 (District Boundaries) and make the appropriate changes to the Zoning Map of Andover, Mass. to re-zone to Mixed Use (MU) from Single Family Residence B (SRB) the parcel of land situated on the southerly side of Haverhill Street owned by Merrimack College designated by the Town of Andover as 175 Haverhill Street and comprising Assessor Parcel 5 on Assessor Map 1, or take any other action related thereto.

On request of the Planning Board

Upon motion made and duly seconded it was voted to WITHDRAW Article 45 from the Warrant by a Majority vote.

**Water Distribution Improvements**

**ARTICLE 46.** To see if the Town will vote to transfer the sum of \$500,000 from water reserves and appropriate \$500,000 for the purpose of replacing and/or cleaning old water mains including costs incidental and related or take any other action related thereto.

On request of Department of Public Works Director

Upon motion made and duly seconded it was voted to that the Town approve Article 46 as printed in the warrant in the amount of \$ 500,000 from water reserves by a Majority vote.

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Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **Water Treatment Plant – Pump Replacements**

**ARTICLE 47.** To see if the Town will vote to transfer the sum of \$250,000 from water reserves and appropriate \$250,000 for the purpose of replacing water pump drive units and control equipment including costs incidental and related or take any other action related thereto.

On request of Department of Public Works Director

Upon motion made and duly seconded it was voted to that the Town approve Article 47 as printed in the warrant in the amount of \$ 250,000 from water reserves by a Majority vote.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **Zoning Bylaw Amendment – Mixed Use District**

**ARTICLE 48.** To see if the Town of Andover will vote to amend the Andover Zoning By-law Article VIII, Section 4.1.4.4., by deleting the following language:

Mixed Use District. New Structures and additions to existing structures shall not be erected within fifty feet to the nearest outside wall of an existing dwelling.

and replacing it with:

**“Mixed Use District**

- a. New structures and additions to existing structures shall not be erected within fifty feet of the nearest outside wall of an existing residential structure.
- b. No single establishment of a Business or Commercial Use as described in Appendix A Table 1 Section 3.1.3.C Table of Use Regulation, shall exceed 65,000 SF of gross floor area. A single establishment shall be defined as having independent access, egress and exit ways as required by State Building Code.”

or take any other action related thereto.

On request of the Planning Board

Upon motion made and duly seconded it was voted that the Town approve Article 48 as printed in the Warrant.

**VOTE:            Declared more than a 2/3 vote by the Moderator            A 2/3 vote required**



Board of Selectmen Report: Approval  
Planning Board Report: Approval  
Design Review Task Force Approval  
Preservation Commission: Approval

**Zoning By-law Amendments to Section 9.6. Design Review**

**ARTICLE 49.** To see if the Town will vote to amend the Andover Zoning Bylaw by replacing the text:

“9.6.1. Design Advisory Group. A Design Advisory Group (DAG) is hereby established, consisting of 5 members to be appointed by the Town Manager, comprising one nominee of the Planning Board, one nominee of the Historic Commission, one nominee of the Chamber of Commerce and 2 others. Members shall, if possible, include an architect, a landscape architect and a resident from within or near a General Business District. Members shall serve for 3 years or until their successors are appointed, except that, of the 5 members first appointed, one shall serve for 3 years, 2 shall serve for 2 years, and 2 shall serve for one year.

9.6.2. Pre-application Review. A permit applicant for any of the following is strongly urged to consult with the Design Advisory Group prior to seeking a permit: (1) a new building, alteration or sign within any area zoned for General Business; or (2) a new sign within any area zoned for Mixed Use. The DAG shall provide assistance in relating that proposal to the guidelines for the district. This may involve explaining these and other applicable guidelines, reviewing proposals, suggesting good examples of how others have responded in similar cases and maintaining information regarding other sources of design assistance.

9.6.3. Mandatory Review. Whether or not requested by the applicant, the DAG shall review all applications for building permits, special permits or variances for proposals located in areas zoned for General Business if involving new construction, exterior alteration or a sign larger than 6 square feet; provided, however, that the lack of a report from the DAG shall not be sufficient reason to delay action on a proposal which otherwise could be acted upon by the Building Inspector, Special Permit Granting Authority or Board of Appeals. An extra copy of all usual submittals required for such proposals shall be provided to the DAG through the Inspector of Buildings. The DAG review shall preferably be done in consultation with the applicant and his designer. The DAG shall make an advisory report in writing to the applicant and as follows:

1. For building permits: to the Inspector of Buildings regarding any changes to which the applicant has voluntarily agreed.
2. For special permits: to the Special Permit Granting Authority regarding effect on the amenity of the neighborhood, as provided in Section 9.4.2.
3. For variances: to the Board of Appeals regarding possible detriment to the public good or derogation from the intent or purpose of the by-law, as provided in Section 9.2.2.2.

9.6.4. Design Review in the General Business District. The following guidelines indicate ways in which design of new development and change can be made supportive of Andover's General Business Districts. These guidelines are not mandatory, but degree of consistency with them shall be considered by the Special Permit Granting Authority in acting upon special permits and by the Board of Appeals in acting upon variances.

1. Promote safety by avoiding pedestrian or vehicular hazards within the site or egressing from it. Facilitating access by emergency vehicles and facilitating visual surveillance by occupants, neighbors and passers by.
2. Protect the natural environment by reducing the number of mature trees removed, reducing the volume of earth materials cut or filled, reducing soil erosion during and after construction and reducing the extent of alteration in the amount, timing and location of stormwater runoff from the site.
3. Serve functional needs by avoiding inconvenience to pedestrians because of stormwater ponding and flow, by assuring accessibility by the handicapped and by providing microclimate control.
4. Promote a pedestrian-oriented business area by applying the following:
  - a. To provide continuous visual interest and accessibility to the pedestrian, a major portion of the building facade at the street level which faces the street should be transparent. Bay windows and recessed doorways are particularly encouraged.
  - b. To maintain visual continuity, the entire lot width should be fully occupied by a building wall, fence, gate, shrubs or other landscape elements or as a pedestrian connection.
  - c. Building detailing should provide small-scale elements of interest from a pedestrian viewing distance.
5. Promote enhancement of the established visual character of Andover's General Business Districts by the following:
  - a. Buildings need not conform to any specific style of architecture. Enhancement of the districts' diversity of styles is welcomed.
  - b. On the other hand, new efforts should avoid the removal, obscuring or disruption of existing structures of historic value.
  - c. The appearance of materials characteristic of the area is preferred. These materials include brick and other unit masonry (painted or unpainted), granite and other cut stone and painted clapboard. Uncharacteristic materials include rough, imitation or reflective materials such as unpainted

wood, field stone, stucco, exposed metal, imitation materials (e.g., false brick siding), mirror glass, porcelain enamel or polished stone. Such appearance should generally be avoided; however, variation within the range of characteristic materials, colors and textures is encouraged when they are compatible with surrounding buildings.

- d. To retain the small-scale character of Andover and to promote diversity of design, a single building with a width of more than forty feet facing a public way should, where feasible, be divided visually into sub-elements, preferably expressing the functional diversity within the building.
- e. To provide visual relief from buildings and hard materials, landscape treatment using shrubs, trees, flower boxes and other greenery around buildings or in recessed places is encouraged.
- f. Major visual exposure comes not only from the building front; therefore, full attention should be given to the treatment of sidewalks, landscaping, parking areas and the building wall at the rear and sides.

with the following text:

“9.6.1. Design Review Board. A Design Review Board (DRB) is hereby established, consisting of 5 members to be appointed by the Town Manager, comprising one nominee of the Planning Board, one nominee of the Preservation Commission, one nominee of the Chamber of Commerce and 2 others. Members shall, if possible, include an architect, a landscape architect and a resident from within or near a General Business or Mixed Use District. Members shall serve for 3 years or until their successors are appointed, except that, of the 5 members first appointed, one shall serve for 3 years, 2 shall serve for 2 years, and 2 shall serve for one year.

9.6.2. Pre-application Review. A permit applicant for any of the following shall consult with the Design Review Board prior to seeking a permit: (1) a new building, exterior alteration affecting an elevation visible from the public way (excluding ordinary repair and maintenance with similar materials, landscape elements, storm windows and doors, air conditioners, reconstruction after natural disasters, paint, and traffic control devices) or sign within any area zoned for General Business and Mixed Use District; or (2) a new structure built by or for the use of the Town of Andover in any district. The DRB shall provide assistance in relating that proposal to the guidelines for the district. This may involve explaining these and other applicable guidelines, reviewing proposals, suggesting good examples of how others have responded in similar cases and maintaining information regarding other sources of design assistance.

- 1. In the case of exterior alterations and new structures built by or for the use of the Town of Andover, the Inspector of Buildings will refer all requests to the chairperson or designated individual for a determination of applicability. The applicant will be notified within five (5) -business days if the request requires the review of the DRB or is granted a waiver.



9.6.3. Mandatory Review. Whether or not requested by the applicant, the DRB shall review all applications for building permits, special permits or variances for proposals located in areas zoned for General Business and Mixed Use if involving new construction, exterior alteration or a sign larger than 6 square feet; provided, however, that the lack of a report from the DRB shall not be sufficient reason to delay action on a proposal which otherwise could be acted upon by the Building Inspector, Special Permit Granting Authority or Board of Appeals. An extra copy of all usual submittals required for such proposals shall be provided to the DRB through the Inspector of Buildings. The DRB review shall preferably be done in consultation with the applicant and his designer. The DRB shall provide a report in writing to the applicant and as follows:

1. For building permits: to the Inspector of Buildings regarding any relevant changes.
2. For special permits: to the Special Permit Granting Authority (SPGA) as provided in Section 9.4.2.
3. For variances: to the Board of Appeals as provided in Section 9.2.2.2.

9.6.4. Design Review in the General Business District and the Mixed Use District.

Consideration of the following shall be considered by the Special Permit Granting Authority in acting upon special permits and by the Board of Appeals in acting upon variances:

1. Promote safety by avoiding pedestrian or vehicular hazards within the site or egressing from it. Facilitating access by emergency vehicles and facilitating visual surveillance by occupants, neighbors and passers by.
2. Serve functional needs by avoiding inconvenience to pedestrians by assuring accessibility by the handicapped and by providing microclimate control.
3. Promote a pedestrian-oriented business area by applying the following:
  - a. To provide continuous visual interest and accessibility to the pedestrian, a major portion of the building facade at the street level which faces the street should be transparent. Bay windows and recessed doorways are particularly encouraged.
  - b. To maintain visual continuity, the entire lot width should be fully occupied by a building wall, fence, gate, shrubs or other landscape elements or as a pedestrian connection.
  - c. Building detailing should provide small-scale elements of interest from a pedestrian viewing distance.
4. Promote enhancement of the established visual character of Andover's General Business Districts by the following:

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- a. Buildings need not conform to any specific style of architecture. Enhancement of the districts' diversity of styles is welcomed.
- b. On the other hand, new efforts should avoid the removal, obscuring or disruption of existing structures of historic value.
- c. The appearance of materials characteristic of the area is preferred. These materials include brick and other unit masonry (painted or unpainted), granite and other cut stone and painted clapboard. Uncharacteristic materials include rough, imitation or reflective materials such as unpainted wood, field stone, stucco, exposed metal, imitation materials (e.g., false brick siding), mirror glass, porcelain enamel or polished stone. Such appearance should generally be avoided; however, variation within the range of characteristic materials, colors and textures is encouraged when they are compatible with surrounding buildings.
- d. To retain the small-scale character of Andover and to promote diversity of design, a single building with a width of more than forty feet facing a public way should, where feasible, be divided visually into sub-elements, preferably expressing the functional diversity within the building.
- e. To provide visual relief from buildings and hard materials, landscape treatment using shrubs, trees, flower boxes and other greenery around buildings or in recessed places is encouraged.
- f. Major visual exposure comes not only from the building front; therefore, full attention should be given to the treatment of sidewalks, landscaping, parking areas and the building wall at the rear and sides.

9.6.5. The Design Review Board may promulgate, after due notice and public hearing, rules and regulations to effectuate the purposes of this bylaw.” or take any other action related thereto.

On request of the Design Review Task Force

Upon motion made and duly seconded it was voted that the Town approve Article 49 as printed in the Warrant.

**VOTE:            Declared more than a 2/3 vote by the Moderator            A 2/3 vote required**

Board of Selectmen Report:    Approval

Planning Board Report:        Approval

**Town Bylaw Amendment – Affordable Housing Trust Bylaw**

**ARTICLE 50.** To see if the Town will vote to adopt the following bylaw establishing an Affordable Housing Trust, pursuant to Massachusetts General Laws, Chapter 44, Section 55C, as amended by Chapter 109 of the Acts of 2006:

“Affordable Housing Trust Fund

1. Name of the Trust

The trust shall be called the “Town of Andover Affordable Housing Trust Fund.”

2. Purpose

The purpose of the Trust shall be to provide for the preservation and creation of affordable housing in the Town of Andover for the benefit of low and moderate income households. In furtherance of this purpose, the Trustees are hereby authorized, in accordance with the procedures set forth herein, to acquire by gift, purchase or otherwise real property, personal property, or money, both tangible and intangible, of every sort and description; to use such property, both real and personal, and money in such manner as the Trustees shall deem most appropriate to carry out such purpose, provided however, that all property and money held by the Trust and the net earnings thereof shall be used exclusively for the preservation and creation in the Town of Andover of affordable housing for the purposes for which this Trust was formed.

3. Tenure of Trustees

There shall be a Board of Trustees consisting of not less than five nor more than seven Trustees who shall be appointed by the Board of Selectmen. One of the Trustees shall be the Town Manager. Only persons who are residents of the Town of Andover shall be eligible to hold the office of Trustee. Trustees shall serve for a term of two years, except that two of the initial trustee appointments shall be for a term of one year, and may be re-appointed at the discretion of the Board of Selectmen. Any Trustee who ceases to be a resident of the Town of Andover shall cease to be a Trustee hereunder and shall promptly provide a written notification of the change in residence to the Board and to the Town Clerk. Any Trustee may resign by written instrument, signed and acknowledged by such Trustee and duly filed with the Town Clerk. If a Trustee shall die, resign, or for any other reason cease to be a Trustee hereunder before his/her term of office expires, a successor shall be appointed by the Board of Selectmen to fill such vacancy provided that in each case the said appointment and acceptance in writing by the Trustee so appointed is filed with the Town Clerk. No such appointment shall be required so long as there are five Trustees in office. Upon the appointment of any succeeding Trustee and the filing of such appointment the title to the Trust estate shall thereupon and without the necessity of any conveyance be vested in such succeeding Trustee jointly with the remaining Trustees. Reference to the Trustee shall mean the Trustee or Trustees for the time being hereunder.



4. Meetings of the Trust

The Trust shall meet at least quarterly at such time and at such place as the Trustees shall determine. Notice of all meetings of the Trust shall be given in accordance with the provisions of the Open Meeting Law, G.L. Chapter 39, Sections 23A, 23B and 23C. A quorum at any meeting shall be a majority of the Trustees qualified and present in person.

5. Powers of Trustees

The Board of Trustees shall have the following powers which shall be carried out in accordance with and in furtherance of the provisions of G.L. Chapter 44, Section 55C:

- (1) with the approval of the Board of Selectmen, to accept and receive real property, personal property or money, by gift, grant, contribution, devise, or transfer from any person, firm, corporation or other public or private entity, including but not limited to money, grants of funds or other property tendered to the trust in connection with any ordinance or bylaw or any general or special law, or any other source, including money from G.L. Chapter 44B;
- (2) with the approval of the Board of Selectmen, to purchase and retain real or personal property, including without restriction investments that yield a high rate of income or no income;
- (3) with the approval of the Board of Selectmen and Town Meeting, to sell, lease, exchange, transfer or convey any real property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertakings relative to trust real property as the Trustees deem advisable notwithstanding the length of any such lease or contract;
- (4) with the approval of the Board of Selectmen, to sell, lease, exchange, transfer, or convey any personal property at public auction or by private contract for such consideration and on such terms as to credit or otherwise, and to make such contracts and enter into such undertakings relative to trust personal property notwithstanding the length of any such lease or contract;
- (5) to execute, acknowledge and deliver deeds, assignments, transfers, pledges, leases, covenants, contracts, promissory notes, releases and other instruments sealed or unsealed, necessary, proper or incident to any transaction in which the board engages for the accomplishment of the purposes of the trust;
- (6) to employ advisors and agents, such as accountants, appraisers and lawyers as the trustees deem necessary;

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- (7) to pay reasonable compensation and expenses to all advisors and agents and to apportion such compensation between income and principal as the trustees deem advisable;
- (8) to apportion receipts and charges between income and principal as the trustees deem advisable, to amortize premiums and establish sinking funds for such purpose, and to create reserves for depreciation depletion or otherwise;
- (9) with the approval of the Board of Selectmen, to participate in any reorganization, recapitalization, merger or similar transactions; and to give proxies or powers of attorney with or without power of substitution, to vote any securities or certificates of interest, and to consent to any contract, lease, mortgage, purchase or sale of property, by or between any corporation and any other corporation or person;
- (10) with the approval of the Board of Selectmen, to deposit any security with any protective reorganization committee, and to delegate to such committee such powers and authority with relation thereto as the trustees may deem proper and to pay, out of trust property, such portion of expenses and compensation of such committee as the board, with the approval of the Board of Selectmen, may deem necessary and appropriate;
- (11) to carry property for accounting purposes other than acquisition date values;
- (12) with the approval the Board of Selectmen and the approval of Town Meeting by a two-thirds majority vote, to incur debt, to borrow money on such terms and conditions and from such sources as the trustees deem advisable, and to mortgage and pledge trust assets as collateral;
- (13) with the approval of the Board of Selectmen, to disburse trust funds for the purpose of making loans or grants in furtherance of the creation or preservation of affordable housing in Andover upon such terms as the Trustees shall deem most appropriate to carry out such purposes;
- (14) to make distributions or divisions of principal in kind;
- (15) to comprise, attribute, defend, enforce, release, settle or otherwise adjust claims in favor or against the trust, including claims for taxes, and to accept any property, either in total or partial satisfaction of any indebtedness or other obligation, and subject to the provisions of G.L. Chapter 44, Section 55C, to continue to hold the same for such period of time as the board may deem appropriate;
- (16) to manage or improve real property and, with the approval of the Board of Selectmen and Town Meeting, to abandon any property which the trustees determine not to be worth retaining;

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- (17) to invest the funds of the trust, and to hold all or part of the trust property uninvested for such purposes and for such time as the trustees may deem appropriate; and
- (18) to extend the time for payment of any obligation to the trust.

### 6. Funds Paid to the Trust

Notwithstanding any general or special law to the contrary, all moneys paid to the trust in accordance with any zoning by-law, exaction fee, or private contribution shall be paid directly into the trust and need not be appropriated or accepted and approved into the trust. General revenues appropriated into the trust become trust property and these funds need not be further appropriated to be expended. All moneys remaining in the trust at the end of any fiscal year, whether or not expended by the board within one year of the date they were appropriated into the trust, remain trust property.

### 7. Acts of Trustees

A majority of Trustees may exercise any or all of the powers of the Trustees hereunder and may execute on behalf of the Trustees any and all instruments with the same effect as though executed by all the Trustees. No Trustee shall be required to give bond. No license of court shall be required to confirm the validity of any transaction entered into by the Trustees with respect to the Trust Estate.

### 8. Liability

Neither the Trustees nor any agent or officer of the Trust shall have the authority to bind the Town, except in the manner specifically authorized herein. The Trust is public employer and the Trustees are public employees for the purposes of G.L. Chapter 258. The Trust shall be deemed a municipal agency and the Trustees special municipal employees for the purposes of G.L. Chapter 268A.

### 9. Taxes

The Trust is exempt from G.L. Chapter 59 and 62, and from any other provisions concerning payment of taxes based upon or measured by property or income imposed by the Commonwealth or any subdivision thereto.

### 10. Custodian of Funds

The Town Treasurer shall be the custodian of the funds of the Trust. The books and records of the Trust shall be audited annually by an independent auditor in accordance with accepted accounting practices for municipalities.



11. Governmental Body

The Trust is a governmental body for purposes of Sections 23A, 23B and 23C of G.L. Chapter 39.

12. Board of the Town

The Trust is a board of the Town for purposes of G.L. Chapter 30B and Section 15A of G.L. Chapter 40 but agreements and conveyances between the trust and agencies, boards, commissions, authorities, departments and public instrumentalities of the town shall be exempt from said Chapter 30B.

13. Duration of the Trust

This Trust shall be of indefinite duration, until terminated in accordance with applicable law. Upon termination of the Trust, subject to the payment of or making provisions for the payment of all obligations and liabilities of the Trust and the Trustees, the net assets of the Trust shall be transferred to the Town and held by the Board of Selectmen for affordable housing purposes. In making any such distribution, the Trustees may, subject to the approval of the Board of Selectmen, sell all or any portion of the Trust property and distribute the net proceeds thereof or they may distribute any of the assets in kind. The powers of the Trustees shall continue until the affairs of the Trust are concluded.

14. Execution of Documents

The Board of Selectmen may authorize the Trustees to execute, deliver, and record with the Registry of Deeds any documents required for any conveyance authorized hereunder, or to carry out the purposes and powers of the Trust.

15. Titles

The title to the various Articles herein are for convenience only and are not to be considered part of said Articles nor shall they affect the meaning or the language of any such Article.”

or take any other action related hereto.

On request of Housing Trust Fund Board of Trustees

Upon motion made and duly seconded it was voted that the Town approve Article 50 as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval  
Planning Board Report: Approval

**Acquisition of 15 Blanchard Street – MGL Ch. 61A Agriculture/Horticulture Use**

**ARTICLE 51.** To see if the Town will vote to authorize the Board of Selectmen to raise and appropriate the sum of \$2,100,000.00 for the acquisition by gift, purchase or eminent domain, and for expenses related to said acquisition, which includes a deposit in the sum of \$100,000.00 upon the execution of a purchase and sale agreement, the fee interest in approximately 12.92 acres of land, now or formerly owned by Armand H. Garabedian and B. Sandra Garabedian with a property address of 15 Blanchard Street, and shown on Assessors' Map 199, Lot 7A, for general municipal purposes, and to meet said appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$2,100,000.00 in accordance with Massachusetts General Laws Chapter 44 or any other enabling authority, and to issue any bonds or notes that may be necessary for that purpose, and that the Town Manager be authorized to file on behalf of the Town of Andover any applications for funds in any way connected with the scope of this acquisition, and that the Town Manager and the Board of Selectmen be authorized to enter into all agreements and execute any and all instruments, and take any other action as may be necessary on behalf of the Town of Andover to effect said acquisition, or take any other action related thereto.

On request of the Board of Selectmen

Upon motion made and duly seconded it was moved to WITHDRAW Article 51 from the Warrant.

**The motion to withdraw was DEFEATED by a majority vote.**

Upon motion made and duly seconded it was moved that the sum of \$2,100,000 be and hereby is appropriated for the acquisition by gift, purchase or eminent domain, and for expenses related to said acquisition, which includes a deposit in the sum of \$100,000.00 upon the execution of a purchase and sale agreement, the fee interest in approximately 12.92 acres of land, now or formerly owned by Armand H. Garabedian and B. Sandra Garabedian with a property address of 15 Blanchard Street, and shown on Assessors' Map 199, Lot 7A, for general municipal purposes, and to meet said appropriation the Treasurer, with the approval of the Board of Selectmen, be and hereby is authorized to borrow said sum in accordance with Massachusetts General Laws Chapter 44 or any other enabling authority, and to issue any bonds or notes that may be necessary for that purpose, and that the Town Manager be authorized to file on behalf of the Town of Andover any applications for funds in any way connected with the scope of this acquisition, and that the Town Manager and the Board of Selectmen be authorized to enter into all agreements and execute any and all instruments, and take any other action as may be necessary on behalf of the Town of Andover to effect said acquisition.

Upon motion made and duly seconded a motion was made to move the question.

**The motion to close debate was APPROVED**

**VOTE:            Declared more than a 2/3 vote by the Moderator            A 2/3 vote required**

**The Article was APPROVED.**

**VOTE:**            **Declared more than a 2/3 vote by the Moderator**            **A 2/3 vote required**

Board of Selectmen Report: Disapproval

**Bridge Repairs**

**ARTICLE 52.** To see if the Town will vote to appropriate \$100,000, or some other amount, for the purpose of paying costs of bridge repairs in and for the Town, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (4) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, or to take any other action related thereto.

On request of the Department of Public Works Director

Upon motion made and duly seconded it was voted that the sum of \$100,000 be and is hereby appropriated for the purpose of paying costs of bridge repairs in and for the Town, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be and is hereby authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (4) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefore.

**VOTE:**            **Declared more than a 2/3 vote by the Moderator**            **A 2/3 vote is required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

**Town Bylaw Amendment – Wetland Protection Bylaw**

**ARTICLE 53.** To see if the Town will vote to amend the Wetland Protection Bylaw, Article XIV, Section 3, fourth paragraph, Exceptions, as follows:

Delete Section 3. Exceptions

“3. The application and permit required by this by-law shall not be required for work which is performed in connection with the ordinary maintenance or improvement of a single- or two-family house lawfully in existence or for which a building permit had been issued on or before January 1, 1999, including, but not limited to, building additions, septic system replacements and sewer connections, and the conversion of lawn to accessory uses such as decks, sheds, patios and pools.”

Add Section 3. Exceptions

“3. The application and permit required by this by-law shall not be required for work which is performed in connection with the ordinary maintenance or improvement of a single- or two-family house lawfully in existence or for which a building permit had been issued on or before January 1, 1999, including, but not limited to, building additions, septic system replacements and sewer connections, and the conversion of lawn to accessory uses such as decks, sheds, patios and



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pools; except the application and permit required by this bylaw shall apply to the construction of free standing structures which have a footprint greater than 500 square feet.”

or take any other action related thereto.

On request of the Conservation Commission

Upon motion made and duly seconded it was moved that the Town approve Article 53 as printed in the Warrant.

Upon motion made and duly seconded it was moved to amend to the Wetland Protection Bylaw motion, Article XIV, Section 3, fourth paragraph, “Section 3. Exceptions” by deleting 500 square feet and replacing it with 750 square feet.

**The motion to amend Article 53 was DEFEATED by a Majority vote.**

**The original Article was approved by a Majority vote.**

Board of Selectmen Report: Approval  
Conservation Commission: Approval  
Planning Board Report: Approval with amendment

### **Andover Salt Balance Study**

**ARTICLE 54.** To see if the Town will vote to raise and appropriate the sum of \$75,000 from water reserves for the purposes of implementing the recommendations of the Andover Salt Balance Study, including the installation of an in-stream weir and monitoring station in Fish Brook, or take any other action related thereto.

On request of the Fishbrook Watershed Advisory Committee

Upon motion made and duly seconded it was voted that the Town approve Article 54 as printed in the warrant in the amount of \$50,000 from water reserves by a Majority vote.

Finance Committee Report: Disapproval  
Board of Selectmen Report: Approval

### **Sale of Tax Title Land**

**ARTICLE 55.** To see if the Town will vote to authorize the Town Manager, with the approval of the Board of Selectmen, to sell at public auction the following parcels of property acquired by the town by foreclosure of tax titles under Chapter 60, Section 80 of the Massachusetts General Laws, and give proper deeds and other instruments in connection therewith: 2 Pepperidge Circle, Town Assessor Map 190, Parcel 34; 3 Monahan Lane, Map 207, Parcel 58; 5 Monahan Lane, Map 207, Parcel 57; 8 Agawam Lane, Map 50, Parcel 15; and 129 Summer Street, Map 4, Parcel 53N, or take any other action related thereto.

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On request of the Board of Selectmen

Upon motion made and duly seconded it was voted that Article 55 be WITHDRAWN from the Warrant by a Majority vote.

### **Off-Street Parking Program**

**ARTICLE 56.** To see if the Town will vote to transfer the sum of \$40,000 from off-street parking receipts and appropriate \$40,000 for the purpose of purchasing and installing a pay-and-display unit at the Town House parking lot between Barnard Street and Park Street, including costs incidental and related or take any other action related thereto.

On request of the Chief of Police

Upon motion made and duly seconded it was voted that Article 56 be WITHDRAWN from the Warrant by a Majority vote.

### **Street Name Change – Woodman Ridge Road**

**ARTICLE 57.** To see if the Town will change the name of that portion of High Plain Road shown as “Woodman Ridge Road (formally “Old” High Plain Road)” on the “Plan of Land in Andover, MA, Showing Portion of Old High Plain Road to be Re-named Woodman Ridge Road”, which is also shown as a portion of the road designated as High Plain Road on: (i) Subdivision Plan of Land in Andover, MA, entitled “Woodman Ridge”, which is recorded at the Essex North District Registry of Deeds on Plan No. 13957; (ii) a “Plan of Land owned by Roger C. Davideit, West Andover, MA”, recorded at the Essex North District Registry of Deeds as Plan No. 3544; and (iii) a portion of the roadway designated as High Plain Road as shown on a plan entitled “Plan of Road in the Town of Andover, Essex County, laid out as a Highway by the Department of Public Works, May 24, 1960” (Layout No. 4952, Sheet 1 of 2), all of said plans are filed with the Office of the Town Clerk, Andover, MA, or take any other action related thereto.

On petition of Mark B. Johnson and others

Upon motion made and duly seconded it was voted that the Town approve Article 57 as printed in the Warrant by a Majority vote.

Board of Selectmen Report: Approval

### **Recreation Park Ballfield Lighting Project**

**ARTICLE 58.** To see if the Town will vote to appropriate \$105,000, or some other amount, for the purpose of paying costs of replacing outdoor lighting at Recreation Park, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (14) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, or to take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was voted that Article 58 be WITHDRAWN from the Warrant by a Majority vote.

**General Bylaw Amendment – Notice to Direct Abutters of Proposed Zoning Changes**

**ARTICLE 59.** In order to provide direct abutters proper and timely notice of proposed zoning changes, the following amendments to the Town Bylaws are proposed:

“Article II, Town Meetings; Voting

Section 2 – Add the following language to paragraph 1:

For any warrant article involving a zoning amendment, the petitioner of the warrant article must notify all direct abutters, in writing, at the time of filing the warrant article which must also be at least thirty (30) days prior to the date of the Town Meeting thereon.

Article XII, Miscellaneous Bylaws

Section \_\_\_\_ (to be determined)

For any Planning Board public hearing that involves a zoning amendment, the party seeking the zoning amendment must notify all direct abutters, in writing, at least fourteen (14) days prior to the date of the public hearing.”

or take any other action related thereto.

On petition of Diane M. McCarron and others

Upon motion made and duly seconded it was voted that Article 59 be WITHDRAWN from the Warrant by a Majority vote.

**Amendment to the General Bylaws – Stormwater Management & Erosion Control Bylaw**

**ARTICLE 60.** To see if the Town will vote to amend the General Bylaws of the Town, by adding the following:

**“Stormwater Management & Erosion Control**

**1. Purposes**

A. Increased volumes of stormwater, contaminated stormwater runoff from impervious surfaces, and soil erosion and sedimentation are major causes of:

1. impairment of water quality in lakes, ponds, streams, rivers, wetlands and groundwater.



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2. decreased flow in lakes, ponds, streams, rivers, wetlands and groundwater;
3. contamination of drinking water supplies;
4. erosion of stream channels;
5. alteration or destruction of aquatic and wildlife habitat;
6. flooding;
7. overloading or clogging of municipal and private catch basins and storm drainage systems; and
8. flooding and erosion on abutting properties.

The United States Environmental Protection Agency has identified sedimentation from land disturbance activities and polluted stormwater runoff from land development and redevelopment as major sources of water pollution, impacting drinking water supplies, natural habitats, and recreational resources. Regulation of activities that result in the disturbance of land and the creation of stormwater runoff is necessary for the protection of the *Town of Andover* water bodies and groundwater resources, to safeguard the health, safety, and welfare of the general public and protect the natural resources of the Town.

B. The objectives of this Bylaw are to:

1. protect water resources;
2. require practices that eliminate soil erosion and sedimentation;
3. control the volume and rate of stormwater runoff resulting from land disturbance activities in order to minimize potential impacts of flooding;
4. require practices to manage and treat stormwater runoff generated from new development and redevelopment;
5. protect groundwater and surface water from degradation or depletion;
6. promote infiltration and the recharge of groundwater;
7. prevent pollutants from entering the municipal and private storm drain system;
8. prevent flooding and erosion to abutting properties;
9. ensure that soil erosion and sedimentation control measures and stormwater runoff management practices are incorporated into the site planning and design process and are implemented and maintained;
10. ensure adequate long-term operation and maintenance of stormwater best management practices;

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11. require practices to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at construction sites that may cause adverse impacts to water quality;
12. comply with state and federal statutes and regulations relating to stormwater discharges; and
13. establish the Town of Andover legal authority to ensure compliance with the provisions of this Bylaw through inspection, monitoring and enforcement.

### 2. Definitions

**ABUTTER:** The owner(s) of land abutting the land disturbance site.

**AGRICULTURE:** The normal maintenance or improvement of land in agricultural or aquacultural use, as defined by the Massachusetts Wetlands Protection Act (M.G.L. c. 131 § 40) and it's implementing regulations (310 CMR 10.00).

**ALTERATION OF DRAINAGE CHARACTERISTICS:** Any activity on an area of land that changes the water quality, or the force, quantity, direction, timing or location of runoff flowing from the area. Such changes include, but are not limited to: change from distributed runoff to confined, concentrated discharge; change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.

**APPLICANT:** Shall be the owner of record of all of the land shown on any plan submitted for approval to the Stormwater Committee in accordance with the Stormwater Management Bylaw and Regulations, any person or persons acting on behalf of the applicant for purposes of preparing and submitting plans and documents to the Stormwater Committee, and may include engineers, surveyors, contractors or attorneys, and may also include any person or persons having an equitable interest in the land under an agreement or option to purchase the land. The owner shall certify in writing the identity of each applicant who is authorized to submit plans and/or documents and act on behalf of the owner. Without such certification an applicant shall not act on behalf of the owner. The applicant shall submit the title reference or references from the Essex County Registry of Deeds indicating the owner of record. All applications shall include original signatures of all owners.

**AUTHORIZED ENFORCEMENT AGENCY:** The Stormwater Committee and it's employees or agents who will be in charge of enforcing the requirements of this bylaw.

**BEST MANAGEMENT PRACTICE (BMP):** An activity, procedure, restraint, or structural improvement that helps to reduce the quantity or improve the quality of stormwater runoff.

**CONSTRUCTION AND WASTE MATERIALS:** Excess or discarded building or construction site materials that may adversely impact water quality, including but not limited to concrete truck washout, chemicals, litter and sanitary waste.

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**CLEARING:** Any activity that removes the vegetative surface cover and/or organic layer. Clearing activities generally include grubbing activity as defined below.

**DESIGN CRITERIA:** Engineering design criteria as contained in the Stormwater Regulations authorized under this bylaw.

**DETENTION:** The temporary storage of storm runoff; used to control the peak discharge rates, and which provides settling of pollutants.

**DEVELOPMENT:** The modification of land to accommodate a new use or expansion of use, usually involving construction.

**DISTURBANCE OF LAND:** Any action, including clearing and grubbing, that causes a change in the position, location, or arrangement of soil, sand, rock, gravel, or similar earth material.

**ENVIRONMENTAL SITE MONITOR:** A Professional Engineer, or other trained professional selected by the Stormwater Committee and retained by the holder of a Land Disturbance Permit to periodically inspect the work and report to the Stormwater Committee.

**EROSION:** The wearing away of the land surface by natural or artificial forces such as wind, water, ice, gravity, or vehicle traffic and the subsequent detachment and transportation of soil particles.

**ESTIMATED HABITAT OF RARE WILDLIFE AND CERTIFIED VERNAL POOLS:** Habitats delineated for state-protected rare wildlife and certified vernal pools for use with the Wetlands Protection Act Regulations (310 CMR 10.00) and the Forest Cutting Practices Act Regulations (304 CMR 11.00).

**GRADING:** Changing the level or shape of the ground surface.

**GRUBBING:** The act of clearing land surface by digging up roots and stumps.

**IMPERVIOUS SURFACE:** Any material or structure on or above the ground that limits water infiltrating the underlying soil. Impervious surface includes without limitation: roads, paved parking lots, sidewalks, sports courts and rooftops. Impervious surface also includes soils, gravel driveways, and similar surfaces with a runoff coefficient (Rational Method) greater than 85.

**LAND-DISTURBING ACTIVITY or LAND DISTURBANCE:** Any activity, including clearing and grubbing, that causes a change in the position or location of soil, sand, rock, gravel, or similar earth material.

**LAND-DISTURBANCE PERMIT:** A permit issued by the Stormwater Committee.

**LOT:** An area of land in one ownership, with definite boundaries, used, or available for use, as the site of one or more buildings.



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**MASSACHUSETTS ENDANGERED SPECIES ACT:** (M.G.L. c. 131A) and its implementing regulations at (321 CMR 10.00) which prohibit the "taking" of any rare plant or animal species listed as Endangered, Threatened, or of Special Concern.

**MASSACHUSETTS STORMWATER MANAGEMENT POLICY:** The Policy issued by the Department of Environmental Protection, as amended, that coordinates the requirements prescribed by state regulations promulgated under the authority of the Massachusetts Wetlands Protection Act MGL c. 131 s. 40 and the Massachusetts Clean Waters Act MGL c. 21, ss. 23-56. The Policy addresses stormwater impacts through implementation of performance standards to reduce or prevent pollutants from reaching water bodies and control the quantity of runoff from a site.

**MUNICIPAL STORM DRAIN SYSTEM or MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4):** The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system owned or operated by the Town of Andover.

**OPERATION AND MAINTENANCE PLAN:** A plan developed by a Massachusetts licensed professional engineer (PE) describing the functional, financial and organizational mechanisms for the ongoing operation and maintenance of a stormwater management system to ensure that it continues to function as designed.

**OUTFALL:** The point at which stormwater flows out from a discernible, confined point source or concentrated conveyance into waters of the Commonwealth.

**OUTSTANDING RESOURCE WATERS (ORWs):** Waters designated by Massachusetts Department of Environmental Protection as ORWs. These waters have exceptional sociologic, recreational, ecological and/or aesthetic values and are subject to more stringent requirements under both the Massachusetts Water Quality Standards (314 CMR 4.00) and the Massachusetts Stormwater Management Standards. ORWs include vernal pools certified by the Natural Heritage Program of the Massachusetts Department of Fisheries and Wildlife and Environmental Law Enforcement, all Class A designated public water supplies with their bordering vegetated wetlands, and other waters specifically designated.

**OWNER:** Shall be the owner of record of all the land shown on any plan submitted. The owner shall submit the title reference or references from the Essex County Registry of Deeds indicating the owner of record.

**PERMITTEE:** The person who holds a land disturbance permit and therefore bears the responsibilities and enjoys the privileges conferred thereby.

**PERSON:** An individual, partnership, association, firm, company, trust, corporation, agency, authority, department or political subdivision of the Commonwealth or the federal government, to the extent permitted by law, and any officer, employee, or agent of such person.

**POINT SOURCE:** Any discernible, confined, and concentrated conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, concentrated fissure, or container from which pollutants are or may be discharged.

**PRE-CONSTRUCTION:** All activity in preparation for construction.

**PRIORITY HABITAT OF RARE SPECIES:** Habitats delineated for rare plant and animal populations protected pursuant to the Massachusetts Endangered Species Act and its regulations.

**PRIVATE STORM DRAIN SYSTEM or PRIVATE SEPARATE STORM SEWER SYSTEM:** The system of conveyances designed or used for collecting or conveying stormwater, including any road with a drainage system, street, gutter, curb, inlet, piped storm drain, pumping facility, retention or detention basin, natural or man-made or altered drainage channel, reservoir, and other drainage structure that together comprise the storm drainage system that is not owned and maintained by the Town.

**RECHARGE:** Addition of stormwater runoff to the groundwater by natural or artificial means.

**REDEVELOPMENT:** Development, rehabilitation, expansion, demolition or phased projects that disturb the ground surface or increase the impervious area on previously developed sites.

**RESPONSIBLE PARTIES:** Owner(s), persons with financial responsibility, and persons with operational responsibility.

**RETENTION:** The holding of stormwater runoff in a basin without release except by means of evaporation, infiltration, or emergency bypass.

**RUNOFF:** Rainfall, snowmelt, or irrigation water flowing over the ground surface.

**SEDIMENT:** Mineral or organic soil material that is transported by wind or water, from its origin to another location; the product of erosion processes.

**SEDIMENTATION:** The process or act of deposition of sediment.

**SITE:** Any lot or parcel of land or area of property where land-disturbing activities are, were, or will be performed.

**SLOPE:** The incline of a ground surface expressed as a ratio of horizontal distance to vertical distance.

**SOIL:** Earth materials including duff, humic materials, sand, rock and gravel.

**STABILIZATION:** The use, singly or in combination, of mechanical, structural, or vegetative methods, to prevent or retard erosion.

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**STORMWATER:** Stormwater runoff, snow melt runoff, surface water runoff and drainage.

**STORMWATER COMMITTEE:** A Committee of the Town of Andover consisting of one staff member from the Planning Division, Conservation Division, Health Division, Building Division and Department of Public Works.

**STORMWATER MANAGEMENT PLAN AND NARRATIVE:** A document containing narrative, drawings and details prepared by a Massachusetts licensed qualified professional engineer (PE) which includes structural and non-structural best management practices to manage and treat stormwater runoff generated from regulated development activity. A stormwater management plan also includes an Operation and Maintenance Plan describing the maintenance requirements for structural best management practices.

**STRIP:** Any activity which removes the vegetative ground surface cover, including tree removal, clearing, grubbing, and storage or removal of topsoil.

**TSS:** Total Suspended Solids. Material, including but not limited to trash, debris, soils, sediment and sand suspended in stormwater runoff.

**VERNAL POOLS:** Vernal pools are seasonally wet basin depressions that do not support breeding populations of fish, because of periodic drying. Vernal Pools serve as breeding sites for unique organisms and may be protected by state, local and federal laws. Specifically Vernal Pools are isolated depressions or closed basins which temporarily confine water during periods of high water table and high input from spring runoff or snowmelt or heavy precipitation, and support populations of non-transient microorganisms, serve as breeding habitat for select species of amphibians or contain a variety of wetland plant species. They serve as temporarily flooded amphibian breeding habitat, as well as habitat for other wildlife. These pools are characteristically small; they rarely exceed 150 feet in width, however a given pool may vary in size from year to year depending on the amount of rainfall or snowmelt. In the absence of those habitat functions, the areas will be considered isolated vegetated wetlands. The existence of either a confined basin depression; evidence of amphibian and/or reptiles species that breed only in vernal pools; the presence of fairy shrimp or their eggs; or documented presence of water in a confined basin depression for at least two continuous months in the spring and/or summer will verify the existence of a vernal pool.

**WATERCOURSE:** A natural or man-made channel through which water flows, including a river, brook, or stream.

**WETLAND RESOURCE AREA:** Areas specified in the Massachusetts Wetlands Protection Act M.G.L. c. 131, s.40 and Regulations promulgated thereunder and in the Town of Andover Wetland Protection By-law and Regulations.

**WETLANDS:** Wet meadows, marshes, swamps, bogs, areas where groundwater, flowing or standing surface water or ice provide a significant part of the supporting substrate for a plant community for at least five months of the year; emergent and submergent communities in inland waters; that portion of any bank which touches any inland water.



3. Authority

This Bylaw is adopted under authority granted by the Home Rule Amendment of the Massachusetts Constitution, the Home Rule statutes, and pursuant to the regulations of the federal Clean Water Act found at 40 CFR 122.34.

4. Applicability

Except as permitted by the Stormwater Committee in a land disturbance permit or as otherwise provided in this Bylaw, no person shall perform any land disturbance involving disturbance of 40,000 square feet or more of land.

- A. Regulated Activities. Regulated activities shall include, but not be limited to:
  - 1. Land disturbance of 40,000 square feet or more of land associated with construction or reconstruction of structures.
  - 2. Development or redevelopment involving multiple separate activities in discontinuous locations or on different schedules if the activities are part of a larger common plan of development that all together disturbs 40,000 square feet or more of land.
  - 3. Paving or other change in surface material over an area of 40,000 square feet or more of land.
  - 4. Construction of a new drainage system or alteration of an existing drainage system or conveyance disturbing 40,000 square feet or more of land.
  - 5. Any other activity on an area of land of 40,000 square feet or more that changes the water quality, or the force, quantity, direction, timing or location of runoff flowing from the area. Such changes include, but are not limited to: change from distributed runoff to confined, concentrated discharge; change in the volume of runoff from the area; change in the peak rate of runoff from the area; and change in the recharge to groundwater on the area.
  - 6. The Town of Andover is not exempt from the provisions of this Bylaw.
- B. Exempt Activities. The following activities are exempt from the requirements of this Bylaw:
  - 1. Normal maintenance and improvement of Town owned public ways and appurtenances to the public ways.
  - 2. Normal maintenance and improvement of land in agricultural use.

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3. Repair of septic systems when required by the Board of Health for the protection of public health.
  4. Normal maintenance of currently existing landscaping, gardens or lawn areas associated with a single-family dwelling.
- C. Activities Allowed to Request Exemption. Areas of land that have had a Stormwater Management review either through the Conservation Commission or Planning Board using the Design Criteria as defined in this bylaw and Regulations may request an exemption from the requirements of this bylaw. Requests must include a plan of the area of land reviewed and approved by either the Planning Board or Conservation Commission accompanied by a sign-off from the issuing authority.

The Stormwater Committee will review each request on an individual basis and issue a decision as to whether the exemption is granted or whether the applicant is required to file for a permit.

### 5. Administration

- A. The Stormwater Committee shall administer this bylaw. The Stormwater Committee shall consist of one staff member from the Planning Division, Conservation Division, Health Division, Building Division and Department of Public Works as appointed by the Town Manager on recommendation by the Department Director. The Town Manager shall designate a Chair of the Committee.
- B. The Stormwater Committee and its agents shall review all applications for a land disturbance permit, conduct inspections, issue a final permit and conduct any necessary enforcement action.
- C. The Stormwater Committee may adopt and periodically amend Stormwater Regulations relating to Land Disturbance Permits, exemption or waiver applications; permit terms or conditions, Design Criteria, additional definitions, enforcement, fees (including application, inspection, and/or consultant fees), or other procedures and administration of this Bylaw after conducting a public hearing to receive comments on any proposed revisions. Such hearing dates shall be advertised in a newspaper of general local circulation, at least seven (7) days before the hearing date. After public notice and hearing, the Stormwater Committee may promulgate rules and regulations to effectuate the purposes of this Bylaw. Failure by the Stormwater Committee to promulgate such rules and regulations shall not have the effect of suspending or invalidating this Bylaw.
- D. The Stormwater Committee will refer to the policy, criteria and information including specifications and standards of the latest edition of the Massachusetts Stormwater Management Policy or with Design Criteria as described in

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Andover's Subdivision Regulations, whichever is more stringent in the protection of the Town's environmental and infrastructure resources, for execution of the provisions of this Bylaw.

- E. All meetings of the Stormwater Committee are subject to the Open Meeting Law. A notice in the local newspaper of a hearing on the Land Disturbance Application and that the Stormwater Committee is accepting comments on the Land Disturbance Application shall be published at the applicant's expense, at least five (5) business days before the hearing date. The Land Disturbance Application shall be available for inspection by the public during normal business hours at the Town offices. Comments may be submitted to the Stormwater Committee during business hours at the Town Offices.
- F. Filing an application for a land disturbance permit grants the Stormwater Committee or its agent, permission to enter the site to verify the information in the application and to inspect for compliance with permit conditions.
- G. The Stormwater Committee may:
  - i. Approve the Application and issue a permit if it finds that the proposed plan will protect water resources and meets the objectives and requirements of this Bylaw;
  - ii. Approve the Application and issue a permit with conditions, modifications, requirements for operation and maintenance requirements of permanent structural BMPs, designation of responsible party, or restrictions that the Stormwater Committee determines are required to ensure that the project will protect water resources and will meet the objectives and requirements of this Bylaw; or
  - iii. Disapprove the application and deny a permit if it finds that the proposed plan fails to meet the objectives and requirements of this Bylaw and its Regulations. If the Stormwater Committee finds that the applicant has submitted insufficient information to describe the site, the work, or the effect of the work on water quality and runoff volume, the Stormwater Committee may disapprove the application, denying a permit.
- H. The Stormwater Committee shall take final action on an Application within 60 days of receipt of a complete application. If, in the Stormwater Committee's opinion, additional time or information is required for review, the Stormwater Committee by written agreement of the applicant may continue a consideration of the request to a date certain announced at the meeting.
- I. Failure to take action shall be deemed to be approval of said application. Upon certification by the Town Clerk that the allowed time has passed without the



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Stormwater Committee's action, the Land Disturbance Permit shall be issued by the Stormwater Committee.

- J. Appeals of Action by the Stormwater Committee. A written decision of the Stormwater Committee shall be final when it is executed by the Stormwater Committee or its chair or acting chair and filed in the Town Clerk's office. Further relief of a decision by the Stormwater Committee made under this Bylaw shall be reviewable in the Superior Court or Land Court in accordance with the applicable law. The remedies listed in this Bylaw are not exclusive of any other remedies available under any applicable federal, state or local law. No work shall commence until the applicable appeal period has passed with no appeal or if an appeal has been filed, the appeal has been finally resolved by adjudication or otherwise.
- K. All activity permitted by the Land Disturbance Permit must be completed within one-year of permit issuance. Extensions of time can be granted by the Stormwater Committee upon formal written request by the applicant. Should the one-year pass without an extension being granted the permit is then considered revoked.

### 6. Permits & Procedures

Permit Procedures and Requirements shall be defined and included as part of any rules and regulations promulgated as permitted under Section 5 of this Bylaw.

### 7. Fees

The Stormwater Committee shall establish fees, subject to approval of the Board of Selectmen, to cover expenses connected with application review and monitoring permit compliance. The fees shall be sufficient to cover Town secretarial staff and professional staff. The Stormwater Committee is also authorized to charge the applicant fees to pay a Registered Professional Engineer or other professional consultant to advise the Stormwater Committee on any or all aspects of the project. The applicant for a Land Disturbance Permit may be required to establish and maintain an escrow account to cover the costs of said consultants.

### 8. Surety

The Stormwater Committee may require the permittee to post before the start of land disturbance activity, a surety bond, or other acceptable security. The form of the bond shall be approved by Town Counsel, and be in an amount deemed sufficient by the Stormwater Committee to insure that the work will be completed in accordance with the permit. If the project is phased, the Stormwater Committee may release part of the bond as each phase is completed in compliance with the permit but the bond may not be fully released until the Stormwater Committee has issued a certificate of completion.

9. Waivers

- A. The Stormwater Committee may waive strict compliance with any requirement of this by-law or the rules and regulations promulgated hereunder, where the activity:
  - 1. is allowed by federal, state or local statutes and/or regulations, or
  - 2. is in the public interest, and is not inconsistent with the purpose and intent of this bylaw and its regulations.
- B. Any applicant may submit a written request to be granted such a waiver at the time of submission. Such a request shall be accompanied by an explanation or documentation supporting the waiver request and demonstrating that the activity is allowed by federal, state or local statutes and/or regulations or is in the public interest and is not inconsistent with the purpose and intent of this bylaw and its regulations.
- C. All waiver requests shall be discussed and a decision will be made at the time of final action by the Stormwater Committee.
- D. If in the Stormwater Committee's opinion, additional information is required for review of a waiver request, the Stormwater Committee may continue a consideration of the waiver request to a date certain announced at the meeting. In the event the applicant fails to provide requested information, the waiver request shall be denied.

10. Enforcement

- A. The Stormwater Committee or its authorized agent shall enforce this Bylaw, its regulations, orders, violation notices, and enforcement orders, and may pursue all civil and criminal remedies for such violations.
- B. Orders. The Stormwater Committee or its authorized agent may issue a written order to enforce the provisions of this Bylaw or the regulations thereunder, which may include:
  - 1. a requirement to cease and desist from the land-disturbing activity until there is compliance with the Bylaw or provisions of the land-disturbance permit;
  - 2. maintenance, installation or performance of additional erosion and sediment control measures;
  - 3. monitoring, analyses, and reporting;

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4. remediation of erosion and sedimentation resulting directly or indirectly from the land-disturbing activity;
5. compliance with the Operation and Maintenance Plan;
6. If the enforcing person determines that abatement or remediation of erosion and sedimentation is required, the order shall set forth a deadline by which such abatement or remediation must be completed;
7. Fines. Any person who violates any provision of this Bylaw, regulation, order or permit issued there under, shall be punished by a fine of not more than \$ 300.00. Each day or part thereunder that such violation occurs or continues shall constitute a separate offense;
8. Non-Criminal Disposition. As an alternative to criminal prosecution or civil action, the Stormwater Committee may elect to utilize the non-criminal disposition procedure set forth in G.L. Ch. 40, §21D, which has been adopted by the Town, in which case the Stormwater Committee or authorized agent shall be the enforcing person. The penalty for each violation shall be \$300.00. Each day or part thereof that such violation occurs or continues shall constitute a separate offense.

### 11. Severability

If any provision, paragraph, sentence, or clause of this Bylaw shall be held invalid for any reason, all other provisions shall continue in full force and effect.”

or take any other action related thereto.

On request of the Department of Public Works

Upon motion made and duly seconded it was voted that Article 60 be WITHDRAWN from the Warrant by a Majority vote.

### **Acceptance of Chapter 55 of the Acts of 2006 – Increase Accidental Death Payment to Surviving Children**

**ARTICLE 61.** To see if the Town will vote to accept Chapter 55 (d)ii of the Acts of 2006 which would provide for an increase in the accidental death benefit for surviving children to an amount equal to the benefit provided for in Massachusetts General Laws Chapter 32, Section 7(2)(a)(iii) for accidental disability retirees, or take any other action related thereto.

On request of the Andover Contributory Retirement Board

Upon motion made and duly seconded it voted to approve Article 61 as printed in the Warrant by a Majority vote.



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Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **Fireworks**

**ARTICLE 62.** To see if the Town will provide funding in the amount of \$11,000 for a Fireworks Program as part of the Fourth of July Program from available funds or take any other action related thereto.

On petition of Gerald H. Silverman and others

Upon motion made and duly seconded it was voted that Article 62 be approved as printed in the warrant in the amount of \$11,000 from free cash for fireworks.

Finance Committee Report: Approval

Board of Selectmen Report: Approval

### **Street Acceptance Articles**

**ARTICLE 63.** To see if the Town will vote to accept and name as a public way any or all of the following five (5) streets: Green Meadow Lane, Stirling Street, Whittemore Terrace, Andover Country Club Lane and Canterbury Street as further described below:

- A) Green Meadow Lane, as shown on a plan approved by the Andover Planning Board entitled "Lot Layout Plan Green Meadow Lane, Greenwood & Chandler Roads, Andover, Massachusetts", dated September 8, 2003 and recorded in the Essex North District Registry of Deeds as Plan Number 14580.
- B) Stirling Street and Whittemore Terrace, as shown on a plan approved by the Andover Planning Board entitled "Definitive Subdivision Plan of Land, Stirling Woods, Andover, Massachusetts", dated April 29, 1998 (revised) and recorded in the Essex North District Registry of Deeds as Plan Number 13424.
- C) Andover Country Club Lane, as shown on plan approved by the Andover Planning Board entitled "Definitive Subdivision of Section 5, Plan of Land in Andover, Massachusetts of Andover Country Club", dated April 6 1990 and recorded in the Essex North Registry of Deeds as Plan Number 12026 as modified on plan approved by the Andover Planning Board entitled "Definitive Subdivision of Section 5, Modification Plan of Land, Andover Country Club, Andover, Massachusetts", dated July 8, 1994 and recorded in the Essex North Registry of Deeds as Plan Number 12513.
- D) The remaining portion of Canterbury Street, as shown on plan approved by the Andover Planning Board entitled "Definitive Subdivision of Section 5, Modification Plan of Land, Andover Country Club, Andover, Massachusetts", dated July 8, 1994 and recorded in the Essex North Registry of Deeds as Plan Number 12513.

or take any other action related thereto.

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On request of the Board of Selectmen

Upon motion made and duly seconded it was voted that Green Meadow Lane, Stirling Street and Whittemore Terrace be accepted as Public Ways as printed in the Warrant and that Andover Country Club Lane and the remaining portion of Canterbury Street be WITHDRAWN by a Majority vote.

Board of Selectmen Report: Approval

Planning Board Report: Approval

**Shawsheen Sewer Pumping Station Improvements**

**ARTICLE 64.** To see if the Town will vote to appropriate \$750,000, or some other amount, for the purpose of paying costs of upgrades to the Shawsheen (Tantalion Road) Sewer Pump Station, including but not limited to replacement of existing magnetic drive units, motors and instrument controls, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, authorize the Treasurer, with the approval of the Board of Selectmen, to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (1) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor, or to take any other action related thereto.

On request of the Department of Public Works Director

Upon motion made and duly seconded it was voted that the sum of \$750,000 be and hereby is appropriated for the purpose of paying costs of upgrades to the Shawsheen (Tantalion Road) Sewer Pump Station, including but not limited to replacement of existing magnetic drive units, motors and instrument controls, and for the payment of all other costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Board of Selectmen, be and hereby is authorized to borrow said sum under and pursuant to Chapter 44, Section 7, Clause (1) of the Massachusetts General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

**VOTE:**                      **Declared a 2/3 vote by the Moderator**                      **A 2/3 vote required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Upon motion made by Town Counsel Thomas Urbelis and duly seconded it was voted by a Majority vote to dissolve the Annual Town Meeting at 9:50 P.M.

A true record

A T T E S T



Randall L. Hanson  
Town Clerk

**SPECIAL TOWN MEETING APRIL 24, 2007**

**SPECIAL TOWN MEETING WARRANT – APRIL 24, 2007**

Agreeably to a warrant signed by the Selectmen, April 9, 2007, The Inhabitants of said Town who are qualified to vote in the Town Affairs to meet and assemble at the Collins Field House, Andover High School, on Shawsheen Road, in said Andover,

**TUESDAY, APRIL 24, 2007**

at eight o'clock P.M. to act upon the following articles:

Pursuant to the foregoing Warrant, I, the subscriber, one of the Constables of the Town of Andover, have notified the Inhabitants of said Town to meet at the time and place and for the purposes stated in said Warrant, by posting a true and attested copy of the same on the Town Hall, on each schoolhouse, and in no less than five other public places where bills and notices are usually posted and by publication in the Andover Townsman. Said Warrants have been posted and published fourteen days.

Ronald Bertheim  
Constable

**SPECIAL TOWN MEETING                      APRIL 24, 2007**

The checklists were used at the entrance and showed seven hundred and sixty two (762) voters were admitted to the meeting.

The meeting was called to order at 8:15 P.M. by Sheila M. Doherty, Moderator.

By unanimous consent it was voted to admit twenty-one (21) non-voters to the meeting and to escort non-voters to the non-voter section thereafter.

The Moderator announced various house keeping issues to the meeting members, including turning off cell phones the order of speakers for the meeting, use of Pro and Con Microphones, the location of microphones, stage participants, the location of voting sections and time limits of five minutes for presenters and three minutes for audience speakers.

The Moderator introduced the Ombudsman, Atty. Christopher Vrontas and reminded voters that he would help them with questions on Town Meeting procedures and amendments to articles.

Upon motion made and duly seconded, it was VOTED by unanimous consent to dispense with the reading of the Warrant and return of service of the Constable.

Upon motion made and duly seconded, it was VOTED by unanimous consent that the Moderator refers to the warrant articles by number and subject matter.



**Youth Center Request for Proposals**

**ARTICLE 1.** To see if the Town will vote to authorize the Board of Selectmen to issue a Request for Proposals and to enter into an Agreement (and Lease, if necessary), for the construction, equipping and furnishing of a Youth Center with no Town funds, by a private entity on a parcel of land containing approximately 36,400 square feet more or less shown as Parcel A on a plan entitled "Plan Showing Proposed Youth Center" Scale 1" = 40' dated November 14, 2006, said plan being on file in the Office of the Town Clerk, and to authorize the Selectmen to allow such construction of a Youth Center on said land and to accept the Youth Center when it is completed, all on terms and conditions deemed by the Selectmen to be in the best interests of the Town, or take any other action related thereto.

On petition of Gerald H. Silverman and others

Upon motion made and duly seconded it was moved to approve Article 1 as printed in the Warrant.

Upon motion made and duly seconded it was moved to amend Article 1 to include additional language after the phrase "with no Town funds", on line 3, as follows: "to pay for any costs associated with such activities, including but not limited to, architectural and/or engineering plans, permit costs and other such fees, site preparation costs, or any other infrastructure costs".

**The amendment was DEFEATED by a Majority vote.**

**Article 1 was APPROVED by a Majority vote.**

Board of Selectmen Report: Approval

**General Bylaw Amendment – Sidewalk Snow Removal**

**ARTICLE 2.** To see if the Town will vote to amend Article XII of the General Bylaws to include the following:

"Require residential property owners to clear snow and ice from all sidewalks abutting their property within twenty-four hours after the end of any snowfall. Require residents to remove snow and ice surrounding any fire hydrant adjacent to their property within twenty-four hours after the end of any snowfall."

Or take any other action related thereto.

On petition of Cindy Brown and others

Upon motion made and duly seconded it was moved to approve Article 2 as printed in the Warrant.

Upon motion made and duly seconded it was moved to amend Article 2 to have those individual

## SPECIAL TOWN MEETING APRIL 24, 2007

as stated above not in compliance with the implementation of snow removal as set by the timetable stipulated by this bylaw will be subject to a \$50.00 fine.

**The amendment was DEFEATED by a Majority vote.**

**Article 2 was DEFEATED by a Majority vote.**

Board of Selectmen Report: Disapproval

### **16 Pearson Street Acquisition**

**ARTICLE 3.** To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain the property at 16 Pearson Street, shown on Assessors Map 55, Lot 74 together with the improvements thereon for municipal purposes, to raise a sum of money by taxation, transfer from available funds, by borrowing or otherwise to pay costs of said acquisition, any related demolition and for any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was moved that the Board of Selectmen is hereby authorized to acquire by gift, purchase or taking by eminent domain the property at 16 Pearson Street, shown on Assessors Map 55, Lot 74, together with the improvements thereon for municipal purposes, and that the sum of \$455,000 be and hereby is appropriated to pay all costs of this acquisition, including the costs of any related demolition, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(3) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

**Article 3 was APPROVED by a 2/3 vote.**

**VOTE: YES: 367 NO: 161 A 2/3 vote required**

Finance Committee Report: Approval  
Board of Selectmen Report: Approval  
Planning Board Report: Approval  
Library Trustees: Approval  
Preservation Commission: Disapproval

### **18 Pearson Street Acquisition**

**ARTICLE 4.** To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain the property at 18 Pearson Street, shown on Assessors Map 55, Lot 75, together with the improvements thereon for municipal purposes, to raise a sum of money by taxation, transfer from available funds, by borrowing or otherwise to pay costs of said acquisition, any related demolition and for any other costs incidental and related thereto, or to take any other action related thereto.

## **SPECIAL TOWN MEETING APRIL 24, 2007**

On request of the Town Manager

Upon motion made and duly seconded it was moved that the Board of Selectmen is hereby authorized to acquire by gift, purchase or taking by eminent domain the property at 18 Pearson Street, shown on Assessors Map 55, Lot 75, together with the improvements thereon for municipal purposes, and that the sum of \$390,000 be and hereby is appropriated to pay all costs of this acquisition, including the costs of any related demolition, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(3) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

**Article 4 was APPROVED**

**VOTE:            Declared more than a 2/3 vote by the Moderator            A 2/3 Vote Required**

Finance Committee Report:    Approval  
Board of Selectmen Report:    Approval  
Planning Board Report:        Approval  
Library Trustees:               Approval

### **37 Pearson Street Acquisition**

**ARTICLE 5.** To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase or taking by eminent domain the property at 37 Pearson Street, shown on Assessors Map 38, Lot 3, together with the improvements thereon for municipal purposes, to raise a sum of money by taxation, transfer from available funds, by borrowing or otherwise to pay costs of said acquisition, any related demolition and for any other costs incidental and related thereto, or to take any other action related thereto.

On request of the Town Manager

Upon motion made and duly seconded it was moved the Board of Selectmen is hereby authorized to acquire by gift, purchase or taking by eminent domain the property at 37 Pearson Street, shown on Assessors Map 38, Lot 3, together with the improvements thereon for municipal purposes, and that the sum of \$505,000 be and hereby is appropriated to pay all costs of this acquisition, including the costs of any related demolition, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen is hereby authorized to borrow said amount under and pursuant to Chapter 44, Section 7(3) of the General Laws, or any other enabling authority, and to issue bonds or notes of the Town therefor.

Upon motion made and duly seconded it was moved that the Town amend the original motion by requiring that a task force be appointed following Town Meeting to study the feasibility of the reuse of the Town Yard property, as well as 37 Pearson Street in consideration of creating a 40R Zoning District or other viable land use options.

**The amendment was APPROVED by a Majority Vote.**



**SPECIAL TOWN MEETING APRIL 24, 2007**

**It was moved and seconded to close debate.**

**The motion was approved and declared more than a 2/3 vote by the Moderator.**

**Article 5 was APPROVED as amended.**

**VOTE: Declared more than a 2/3 vote by the Moderator**

**A 2/3 Vote Required**

Finance Committee Report: Approval

Board of Selectmen Report: Approval

Planning Board Report: Approval

Library Trustees: Approval

**Acquisition of 15 Blanchard Street – MGL Ch. 61A Agriculture/Horticulture Use**

**ARTICLE 6.** To see if the Town will vote to authorize the Board of Selectmen to raise and appropriate the sum of \$2,100,000.00 for the acquisition by gift, purchase or eminent domain, and for expenses related to said acquisition, which includes a deposit in the sum of \$100,000.00 upon the execution of a purchase and sale agreement, the fee interest in approximately 12.92 acres of land, now or formerly owned by Armand H. Garabedian and B. Sandra Garabedian with a property address of 15 Blanchard Street, and shown on Assessors' Map 199, Lot 7A, for general municipal purposes, and to meet said appropriation the Treasurer with the approval of the Board of Selectmen is authorized to borrow \$2,100,000.00 in accordance with Massachusetts General Laws Chapter 44 or any other enabling authority, and to issue any bonds or notes that may be necessary for that purpose, and that the Town Manager be authorized to file on behalf of the Town of Andover any applications for funds in any way connected with the scope of this acquisition, and that the Town Manager and the Board of Selectmen be authorized to enter into all agreements and execute any and all instruments, and take any other action as may be necessary on behalf of the Town of Andover to effect said acquisition, or take any other action related thereto.

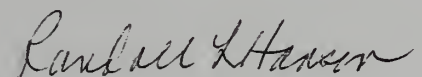
On request of the Board of Selectmen

Upon motion made and duly seconded it was voted to WITHDRAW Article 6 from the Warrant by a Majority vote.

Upon motion made by Town Counsel Thomas Urbelis and duly seconded it was voted by a Majority vote to dissolve the Special Town Meeting at 9:50 P.M. and reconvene the Annual Town Meeting.

A true record

A T T E S T



Randall L. Hanson  
Town Clerk

# **ELECTION RESULTS FOR ANNUAL TOWN ELECTION    ANDOVER MA 3/27/2007**

	PCT 1	PCT 2	PCT 3	PCT 4	PCT 5	PCT 6	PCT 7	PCT 8	PCT 9	TOTALS
<b>MODERATOR</b>										
SHEILA M DOHERTY	233	215	316	228	146	178	183	241	244	1984
LAWRENCE B MORSE	31	33	24	23	17	33	22	60	33	276
ERIC J NADWORNÝ	152	99	117	51	110	87	99	156	116	987
KENNETH B OZONIAN	15	30	19	26	15	30	15	19	31	200
DAVID S SAMUELS	59	102	98	131	144	106	60	81	185	966
Blanks	4	13	11	10	5	12	6	7	12	80
Misc. Others	1	1	0	0	0	1	0	0	0	3
Totals	495	493	585	469	437	447	385	564	621	4496

## **BOARD OF SELECTMEN (2)**

ALEX J VISPOLI	308	273	312	283	280	234	244	364	382	2680
MARY L CARBONE	69	107	93	79	86	64	72	76	80	726
F.E. LIVINGSTONE, JR	71	57	70	89	71	95	66	79	128	726
DONALD W ROBB	182	204	225	163	148	152	154	209	244	1681
GERALD STABILE, JR	194	198	274	180	154	179	120	213	208	1720
Blanks	166	146	195	144	135	170	114	187	200	1457
Misc. Others	0	1	1	0	0	0	0	0	0	2
Totals	990	986	1170	938	874	894	770	1128	1242	8992

## **SCHOOL COMMITTEE (2)**

RICHARD J COLLINS	301	316	335	281	267	257	226	353	364	2700
DEBRA SILBERSTEIN	360	340	440	334	332	324	279	429	465	3303
ROBERT G COFFILL, JR	149	152	186	178	151	160	134	164	211	1485
Blanks	180	176	209	145	123	150	131	179	202	1495
Misc. Others	0	2	0	0	1	3	0	3	0	9
Totals	990	986	1170	938	874	894	770	1128	1242	8992

## **ANDOVER HOUSING**

JANICE BURKHOLDER	269	266	334	230	211	203	207	261	305	2286
DAVID LINDQUIST	94	124	136	136	99	112	97	130	159	1087
Blanks	129	100	112	100	126	130	81	170	157	1105
Misc. Others	3	3	3	3	1	2	0	3	0	18
Totals	495	493	585	469	437	447	385	564	621	4496

**ELECTION RESULTS FOR SPECIAL DEMOCRATIC STATE PRIMARY ANDOVER MA 09/04/2007**

	Prec 1	Prec 2	Prec 3	Prec 4	Prec 5	Prec 6	Prec 7	Prec 8	Prec 9	Totals
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**REP. IN CONGRESS**

EILEEN M DONOGHUE	81	103	97	73	69	76	60	85	82	726
JAMES B ELDRIDGE	25	19	18	11	10	9	7	12	8	119
BARRY R FINEGOLD	172	223	235	219	226	222	225	225	268	2015
JAMES R MICELI	9	12	9	7	6	11	9	15	7	85
NICOLA S TSONGAS	163	137	159	124	136	135	114	132	132	1232
Blanks	1	0	1	0	0	0	0	0	0	2
Misc. Others	2	1	1	0	0	0	0	1	0	5
Total votes	453	495	520	434	447	453	415	470	497	4184

**ELECTION RESULTS FOR SPECIAL REPUBLICAN STATE PRIMARY ANDOVER MA 09/04/2007**

	Prec 1	Prec 2	Prec 3	Prec 4	Prec 5	Prec 6	Prec 7	Prec 8	Prec 9	Totals
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**REP. IN CONGRESS**

JIM OGONOWSKI	76	96	101	88	92	91	85	97	127	853
THOMAS P TIERNEY	11	14	16	19	11	16	14	11	17	129
Blanks	2	1	1	2	0	0	0	1	1	8
Misc. Others	2	2	1	1	1	1	1	2	0	11
Total votes	91	113	119	110	104	108	100	111	145	1001

**ELECTION RESULTS FOR SPECIAL GREEN-RAINBOW STATE PRIMARY ANDOVER MA 09/04/2007**

	Prec 1	Prec 2	Prec 3	Prec 4	Prec 5	Prec 6	Prec 7	Prec 8	Prec 9	Totals
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**REP. IN CONGRESS**

Blanks	0	0	0	1	0	0	0	0	0	1
Misc. Others	1	0	1	0	0	0	0	0	0	2
Total votes	1	0	1	1	0	0	0	0	0	3

**ELECTION RESULTS FOR SPECIAL WORKING FAMILIES STATE PRIMARY ANDOVER MA 09/04/2007**

	Prec 1	Prec 2	Prec 3	Prec 4	Prec 5	Prec 6	Prec 7	Prec 8	Prec 9	Totals
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**REP. IN CONGRESS**

Blanks	0	0	0	0	0	0	0	0	0	0
Misc. Others	0	0	0	0	0	0	0	0	0	0
Total votes	0	0	0	0	0	0	0	0	0	0



**ELECTION RESULTS FOR SPECIAL STATE ELECTION ANDOVER MA 10/16/2007****PCT 1 PCT 2 PCT 3 PCT 4 PCT 5 PCT 6 PCT 7 PCT 8 PCT 9 TOTALS****REP IN CONGRESS**

JIM OGONOWSKI	294	342	337	287	324	342	271	372	388	2957
NICOLA S TSONGAS	360	309	391	261	298	272	272	380	317	2860
KURT HAYES	4	7	2	2	7	5	5	9	5	46
PATRICK O MURPHY	9	4	6	2	2	9	5	4	5	46
KEVIN J THOMPSON	0	3	1	1	3	1	2	0	1	12
Blanks	1	0	1	0	0	1	0	0	1	4
Misc Others	0	0	1	0	0	0	0	0	0	1
Totals	668	665	739	553	634	630	555	765	717	5926

\* \* \* \* \*

## HOW CAN WE HELP YOU?

\* \* \* \* \*

**Mailing Address:** Town Offices, 36 Bartlet Street, Andover, MA 01810

**Business Hours at the Town Offices:** 8:30 A.M. – 4:30 P.M. Monday – Friday  
(Comm. Dev. & Planning – 8:00 A.M. – 4:00 P.M.)

**Telephone Numbers:**

POLICE/FIRE-RESCUE – EMERGENCY	911
Fire-Rescue Department – Business	978-623-8466
Police Department – Business	978-475-0411
Animal Control Officer	978-475-0411 ext. 1103
DCS Classes & Activities	978-623-8273/8274
Department of Public Works	978-623-8350
Human Resources Office	978-623-8530
Memorial Hall Library	978-623-8400
Senior Center	978-623-8321
Superintendent of Schools	978-623-8501

**Andover's Home Page:** <http://www.andoverma.gov>

**Memorial Hall Library's Home Page:** <http://www.mhl.org>

**Andover's Population:** 29,455

<b><u>Square Miles:</u></b> 32	<b><u>Number of Acres:</u></b> 19,900
	2,000+ controlled by the Conservation Commission
	1,200 owned by A.V.I.S.
	889 owned by Commonwealth – Harold Parker State Forest

**Town Meeting and Election:** Town Election is held the fourth Tuesday of March.  
Annual Town Meeting is generally held four weeks following the Town Election.

**Voter Registration Information:** Call Town Clerk's Office at 978-623-8255

**Andover's Tax Rate:** \$11.69 – Residential and Open Space  
\$19.13 – Commercial/Industrial & Personal Property

**When are Taxes Due:** Taxes are due quarterly on the following dates:  
August 1<sup>st</sup> – November 1<sup>st</sup> – February 1<sup>st</sup> – May 1<sup>st</sup>

**Excise Tax Information:** Call the Assessor's Office at 978-623-8264

**Recycling Information:**

**Questions:** Call the Department of Public Works at 978-623-8350

**Curbside Pick-up:** Every other week – place curbside by 7:00 A.M. on your pickup day. Recyclable material inclusive of glass (all colors, steel & tin cans, aluminum containers and #1 through #7 plastics. Recyclable paper products include: newspapers, magazines, junk mail, office paper, paperboard (cereal & cracker boxes – liners removed) and corrugated containers. Cardboard – please break down, flatten and fold boxes, cartons & other pieces of cardboard into 2'x2'x1' bundles – then tie or tape them together and place next to your bin.

**Complaints/Information:** Call Integrated Paper Recyclers at 1-800-933-3128 or the Department of Public Works at 978-623-8350 or e-mail at [dpw-business@andoverma.gov](mailto:dpw-business@andoverma.gov).

**Compost Site:** High Plain Road (Bald Hill area). Leaves and grass clippings. Clippings must be removed from container used to transport for dumping. All contaminated loads will be rejected. Fines will be assessed for illegal dumping. Open year round for walk-ins. Drive-ins announced in local newspapers and on Town's website.

**Rubbish Information:**

**Curbside Pickup:** Every week – place curbside by 7:00 A.M. on your pickup day. Household rubbish is limited to 6 bags or barrels per residence. One bulky item is allowed per week in addition to household trash.

**Complaints or Inquiries:** Call Allied Waste/BFI at 1-800-442-9006 or the Department of Public Works at 978-623-8350 or e-mail at [dpw-business@andoverma.gov](mailto:dpw-business@andoverma.gov).

**How to Dispose of an Appliance:** Appliances can no longer be left curbside with your trash – their disposal is the homeowner's responsibility. Suggestions for disposal: hire a private contractor or check with the company where your new appliance was purchased to see if they will take the old appliance.

**Pothole or Snow Removal Complaint:** Call the Highway Division at 978-623-8426

**Pothole Claims:** Submit a letter to the Town Manager's Office within thirty days of the date of the incident or contact the office at 978-623-8225 with any questions.



**Where to Inquire About or Obtain Licenses & Permits:**

Ballfield Permits & Rentals	Facilities Coordinator	978-623-8450
Birth Certificate	Town Clerk's Office	978-623-8255
Building Permits (construction, plumbing, gas, electrical)	Building Division (Office Hours: 8:00 A.M. – 10:00 A.M.)	978-623-8301
Business Certificate	Town Clerk's Office	978-623-8255
Death Certificate	Town Clerk's Office	978-623-8255
Dog License	Town Clerk's Office	978-623-8255
Fields Rental	Facilities Coordinator	978-623-8450
Fishing & Hunting License	Town Clerk's Office	978-623-8255
Food Service License	Health Division and/or Town Clerk's Office	978-623-8295 978-623-8255
Liquor License (Annual or One-Day)	Town Clerk's Office	978-623-8255
Marriage License	Town Clerk's Office	978-623-8255
Open Air Burning Permit	Fire Department	978-623-8307 or 8343
Passports	Town Clerk's Office	978-623-8255
Smoke Detector Permit	Fire Department	978-623-8307 or 8343
Street Opening Permit	Dept. of Public Works	978-623-8350
The Park Rental	Town Manager's Office	978-623-8225
Town House Rental	Facilities Coordinator	978-623-8450
Zoning Bylaw Variance	Building Division and/or Board of Appeals Office	978-623-8301 978-623-8315

## **HOW TO REACH YOUR ELECTED OFFICIALS**

### **United States Senators:**

The Honorable Edward M. Kennedy (D)  
2400 John F. Kennedy Federal Building, Boston, MA 02203  
617-565-3170  
315 Russell Senate Office Building, Washington, DC 20510  
202-224-4543  
[senator@kennedy.senate.gov](mailto:senator@kennedy.senate.gov)

The Honorable John F. Kerry (D)  
One Bowdoin Square, 10<sup>th</sup> Floor, Boston, MA 02114  
617-565-8519  
362 Russell Senate Office Building, Washington, DC 20510  
202-224-2742  
[john\\_kerry@kerry.senate.com](mailto:john_kerry@kerry.senate.com)

### **United States Representative:**

Honorable Niki S. Tsongas (D)  
Fifth Congressional District  
11 Kearney Square, Lowell, MA 01852  
978-459-0101  
2229 Rayburn House Office Building, Washington, DC 20515  
202-225-3411  
[askniki@mail.house.gov](mailto:askniki@mail.house.gov)

### **State Senator:**

Susan C. Tucker (D)  
Second Essex & Middlesex District  
State House, Room 424, Boston, MA 02133  
617-722-1612  
[stucker@senate.state.ma.us](mailto:stucker@senate.state.ma.us)

### **State Representatives:**

Barry R. Finegold (D)  
Seventeenth Essex District (Andover Precincts 2, 3, 4, 5, 6 & 9)  
State House, Room 275, Boston, MA 02133  
617-722-2676  
[rep.barryfinegold@hou.state.ma.us](mailto:rep.barryfinegold@hou.state.ma.us)

Barbara A. L'Italien (D)  
Eighteenth Essex District (Andover Precincts 1, 7 & 8)  
State House, Room 26, Boston, MA 02133  
617-722-2080  
[rep.barbaralitalien@hou.state.ma.us](mailto:rep.barbaralitalien@hou.state.ma.us)





